

CONSOLIDATED ANNUAL ACTIVITY REPORT 2020

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Administrative Council analysis and assessment

The President of the Community Plant Variety Office presented the Annual Activity Report for the year 2020 to the Administrative Council (AC) on 14 April 2021.

It was noted that the Office adapted very well to teleworking and that no backlogs were accumulated due to the pandemic except for QAS audits. It was also noted that the Office took decisions to postpone payments of fees with the aim to assist applicants in dealing with cash flow problems when the pandemic started, without jeopardizing the finances of the Office.

It was noted that CPVO applications remained strong in 2020, with 3427 applications in total. The processing of more than 72000 applications since 1995 underlining the stability and sustainability of the system. The number of applications continues to be at a very high level and the finances of the CPVO are robust. This shows that entrusting a self-financed agency to implement a well-defined EU policy area is a winning concept.

In 2020 the free reserve continued to increase as planned. The CPVO appears on course to attain its long-term goal of maintaining stable application and annual fees, whilst the fees for technical examinations must be adjusted to the costs of performing the DUS tests. This development further underlines the CPVO's commitment to providing plant variety rights at an affordable cost.

It was noted that a reorganization was initiated by creating an IT unit to face the challenges related to digital transformation.

It was noted that the EUIPO Observatory responded positively to a CPVO request to make a study on the impact of the EU PVR system on the EU economy. The study will be carried out in 2021.

The indicators, provided in this report, show that the objectives set in the 2020 Work Programme were satisfactorily achieved.

The AC takes note of the Management Report, and especially the part related to Budget and Financial Management. It also takes note of the Assessment by the Management and the Declaration of Assurance.

The AC is satisfied with the declaration of the authorising officer that his report gives a true reflection of the situation on the ground and that he has reasonable assurance that the resources assigned to the activities described in his report have been used for their intended purpose. The AC also accepts that such activities were carried out in accordance with the principles of sound financial management. The AC is satisfied that the control procedures in place, provide an adequate guarantee as to the legality and regularity of the affairs of the CPVO.

The AC is satisfied that the President of the CPVO is unaware of any matter not reported which could harm the interests of the CPVO.

Marien Valstar

Chair of the CPVO Administrative Council



1. Executive Summary - Achievements of the year

1.1. Introduction by the CPVO President

The Community Plant Variety Office turned 25 years in 2020 and plans were made to celebrate the Office's anniversary with a series of social events. Then the COVID pandemic broke out and 2020 became a very challenging year.

On the positive side, CPVO's staff remained healthy and we managed to embrace new ways of working where fulfilling our tasks from home and participating in virtual meetings have become daily routine.

In March I established a business continuity team tasked to monitor the evolution of the situation and to propose adequate measures to alleviate unnecessary pressure on plant breeders who were directly hit by the COVID disruption.

In April I took the extraordinary decision to extend by three months the deadlines of payment for annual and examination fees. This has proven helpful for breeders to maintain their plant variety right titles in force and to continue to innovate and produce new plant varieties for the benefit of society.

Our internal auditors assessed the decision ex-post and gave us a positive assessment. Looking backward, we can say that the COVID pandemic did not generate extraordinary delays nor major disruption in CPVO's core business activities except for the Quality and Audit Service, which had to postpone most of the planned audits of examination offices.

In this respect CPVO's yearly statistics are very encouraging, as the Office received nearly 3500 applications and granted approximately 3000 titles. This brings 2020 to one of the top years in terms of processing applications and granting titles, and it shows that the breeding community kept innovating even in difficult times. The number of surrenders is increasing and this should be monitored.

The CPVO also continued to take an active role in several international outreach activities aiming to promote the benefits of a well-functioning PVR system in accordance with the UPOV 1991 Convention.

We intensified our exchanges with OAPI in Africa as well as our participation in the IPKey projects in Latin America, South-East Asia and China. And even though most of these activities were carried out virtually, we managed to organise an online IPKey China session attended by over 100 participants. In this respect, the administrative arrangement between the CPVO and China expired at the end of 2020 and we expect that a new one will be signed in the first half of 2021.

In a broader policy context, the CPVO has followed with attention all relevant policy initiatives of the European Commission with a potential impact on plant breeding; in particular the EU Green Deal, the Farm to Fork strategy and the new SME-focused IP action plan in which the Commission indicated its intention to reevaluate the legislation governing the EU PVR system in 2022.

The CPVO is keen to have a good understanding of the market dynamics and we have commissioned a sectorial study with the EUIPO Observatory on Infringements of IP Rights to assess the impact of the EU PVR system on the EU economy, both at the Member State and the regional levels. The study, to be published by the end of 2021, will also examine how the EU PVR system can leverage sustainability in agriculture and horticulture in the context of the EU Green Deal and the UN Sustainable Development Goals.

2020 introduced a couple of changes in the functioning of the CPVO.

Firstly, the digitization of the Office and the continuous improvement of the MyPVR applications is high on our list of priorities. 97% of all applications in 2020 were received online, we have released an improved version of the Variety Finder and we have finalised the recruitment of an experienced IT manager which has led to the reorganisation of the CPVO with the creation of an IT unit. Whilst the development of IT tools is rewarding and necessary, it is very resource demanding. Before IT developments even start, there needs to be detailed business analysis and a detailed description of the project from the users/business side. In addition, with the new rules on the protection of personal data, a detailed analysis on the data protection consequences must be made by the controllers of the CPVO, the Data Protection Officer and the President.



Secondly, we have continued to enhance our outreach and public relations capabilities, modernizing our communications actions with a steep increase in online engagement and social media activities, the creation of a webinar section on CPVO's website and the launch of a monthly digital newsletter.

Finally, we have developed the decision-making process of the AC. We organized one procedure in spring 2020 whereby all of the reporting and decision making was made through a written procedure and in autumn, a virtual meeting was held, during which a secret voting to elect a new Chair and a new Vice-Chair was conducted successfully.

Following a request by the CPVO Administrative Council, the European Commission has proposed to the legislator to extend the term of protection for the species asparagus, flower bulbs, woody small fruits and woody ornamentals from 25 to 30 years. An amendment to the legislation is expected in 2021.

At a time when my second, and last, mandate is about to come to an end, I look back at the multiannual strategic plan 2017-2021. I am confident that this 2020 Consolidated Annual Activity reports testifies that the CPVO ship keeps heading in the right direction and that we are implementing successfully the four strategic goals of (i) achieving excellence through people, (ii) supporting breeders with a robust and reliable IP right, (iii) making the CPVO strong in a strong IP network and (iv) promoting PVR both in the EU and internationally.

1.2. Achievement of CPVO Work Programme Objectives

The CPVO Work programme for 2020 outlined a number of objectives and indicators for each major activity defined for the year. What follows is an analysis of the state of play for the achievement of each of these objectives. As the indicators have been up-dated since the work program was adopted, there are some differences between the two documents. Some indicators have been deleted, added or modified, and others have changed status from operational to key indicator. Some targets have been redefined as well since the adoption of the work program.

1.2.1. Efficiency of the application process

Managing the CPVO system entails amongst others, work as regards processing applications, managing appeals to any decisions taken, and providing access to documents to the public when requested. Below are the detailed results for each of these activities in 2020.

Figure 1 Achievement of objectives – Efficiency of the application process:

Objectives 2020: <ul style="list-style-type: none"> • Rapid processing of applications • High level of online application processing • Paperless Processing 		
Key Indicators	2020 Target	Result 2020
Number of applications received in relation to the number of staff indicated in the establishment plan ¹	>70	3427/46=74.5
% of acknowledgements of receipt of an application within 5 working days	≥ 85%	90%
% of online applications	≥ 95%	97%
Average number of processing days between receipt of final report and grant	105 for technical examinations 107 for take-overs	88 for technical examinations; 97 for take-overs

Acknowledgment of receipt of applications is above the target and has increased by 8 percent in comparison with 2019, mostly because there has been no mission related absence throughout the year.

1.2.2. Reliable decisions

Figure 2 Achievement of objectives – Reliable decisions

Objectives 2020: <ul style="list-style-type: none"> • Present clearly and convincingly the position of the CPVO before the Board of Appeal, the Court of Justice of the European Union and ensure the deadlines are met. 		
Key Indicators	2020 Target	Result 2020
% of legal decisions maintained	95%	100%
% of legal deadlines met ²	100%	100%
Operational indicators		
% of appeals won by the CPVO in all instances	≥90%	100%
Number of appeals lodged	10	14
Number of appeals rectified	2	3

¹ This provides a global workload indication even though not all staff are dealing directly with applications

² This indicator used to be operational but is now key

The Board of Appeal took two decisions in 2020, both dismissing the appeal lodged. The Court of Justice of the European Union rendered two orders and one judgement. They all dismissed the action of the applicant. The Office rectified 3 decisions on the 14 appeals received.

1.2.3. Public access to documents

In 2020 the Office has received 94 requests for public access to documents and 3 confirmatory requests.

Figure 3 Achievement of objectives – Public access to documents

Objectives 2020: Ensure the deadlines for response to initial applications and confirmatory requests are duly respected. Ensure that the provisions of Regulation 1049/2001, and in particular Article 4 thereof, are fully complied with. Make available to the public the largest number of documents on the website of the CPVO.		
Operational Indicator	2020 Target	Result 2020
% of public access requests dealt within the deadlines	100%	100%

1.2.4. Quality Audit System

Figure 4 Achievement of objectives – Quality Audit System

Objective 2020: <ul style="list-style-type: none"> Carry out the foreseen number of audit visits, while applying the risk based audit strategy Ensure availability of technical experts 		
Key Indicators	2020 Target	Result 2020
Number of foreseen audit visits ³	10	2
Number of surveillance procedures initiated	One	None
Number of Audit Advisory Board consultations/objections	None	None
Number of unsolved issues in the cooperation reports	None	None
Number of Technical experts for next assessment	At least 25 experts appointed for 2019-21 and trained	36 experts appointed and trained

Although it was not a Key indicator for 2020 at the start of the year, the Covid-19 pandemic had a heavy impact on the foreseen number of audits visits for 2020 which could actually be carried out. As a consequence, a new Key indicator has been created, which illustrates that due to travel restrictions only two of the foreseen ten audit visits for 2020 were able to take place. The two audits that could be conducted

³ This KPI cannot be found in the 2020 WP

were during a window of opportunity in September, when travel restrictions were lighter. The other eight scheduled audit visits have been postponed until 2021 after receiving the consent of the Administrative Council. In order to ensure that the eight postponed audits are carried out in 2021, an alternative “plan B” is being devised by QAS which would focus on desktop analysis and Visio conferences (also from the field), in case Covid-19 travel restrictions remain in force which would impede physical visits to examination offices.

1.2.5. Maintain good cooperation with the Examination Offices

Figure 5 Achievement of objectives – Maintain good cooperation with the Examination Offices

Objective 2020: <ul style="list-style-type: none"> • Organisation of the annual EO meeting • Organisation of one crop sector expert meeting per crop sector • Elaboration of new and/or revised Technical Protocols 		
Key Indicators	2020 Target	Result 2020
Coverage of applications by CPVO Technical Protocols	>90%	86%
% of late reports	<5%	20%
Operational Indicators		
% of satisfaction of examination offices present to meetings	≥85%	100%
% of examination offices present at CPVO meetings	95%	97%
Number of new and revised Technical Protocols	10	18
Number of bilateral meetings	4	6

Participation rate of examination offices in CPVO meetings benefitted from the virtual meetings that enabled participants to join events without travelling. The increase in late reports was caused by disruptions linked to the CORONA pandemic and by the examination offices’ prioritisation of examination work continuity.

1.2.6. Implement the R&D Strategy

Figure 6 Achievement of objectives – Implement the R&D Strategy

Objectives 2020: <ul style="list-style-type: none"> Continue the monitoring and the potential implementation of the results of the following projects: "Construction of a European potato database as centralized collection of varieties of common knowledge" "Harmonization of resistance tests to diseases for DUS testing – 3" "Ring tests for strawberry" (this list might increase depending on the candidatures received and approved) Continue the follow up of the following finalised projects: "Test of the potential use of SNP markers in oilseed rape varieties" Organize meetings of the ad hoc WG IMODDUS 		
Key Indicator	2020 Target	Result 2020
% of co-funded projects aiming at introducing BMT in variety testing and/or identification ⁴	80%	100%
% of finalised R&D projects leading to operational means or substantial information allowing improvement of variety testing procedures	90%	No new finalised projects
Operational Indicators		
% of projects delivered on time (final reports)	100%	No final reports expected

1.2.7. Implement IT tools to guarantee the quality and efficiency of the activities

The implementation of IT projects in 2020 was fully in line with the planning outlined in the two "Masterplan" meetings. The projects completed included:

- MyPVR e-proposal for denominations: this development allows clients to send new denomination proposals via a dedicated menu in the portal "MyPVR", thereby eliminating unnecessary administrative steps. A dedicated Dashboard section ("Denomination") show the applications with the specific denomination status, especially highlighting files for which a denomination needs to be proposed urgently to avoid delaying the decision. After more than 6 months of the "e-Denomination" module utilization and with nearly 200 denominations received since then, the client's feedback was positive, the e-denomination service allowing them to have a centralized and global overview of their denomination situation and to better manage the risk of title postponement for denomination reason.
- Unified Wi-Fi: this infrastructure project improved the possibility for flexible work within CPVO buildings, with seamless moving between buildings while maintaining network access. It is particularly useful in light of current COVID restrictions and along with a policy to replace PC's with laptops and docking stations, will allow significant flexibility in use of office spaces.
- Database update and handover: significant upgrades of the Oracle databases were undertaken and the daily monitoring was outsourced to a supplier
- Public Search: This project was written using the new React and NodeJS framework, and in order to harmonize the design with future developments, it includes a design similar to the Variety Finder. The

⁴ This indicator has been modified

quality of the data has been improved, and the speed of the queries is now ten times faster (x10). As part of the new improvements, we have included full pagination, and friendly links to allow the users to share their search sharing the URL. The users will now find under this new tool, renamed "Search of the CPVO register", all public data related to application information actually published in the official gazette. This successful project also encouraged the Office to develop new screens using the same design and technology, as the ongoing development of "S2 Publications", a new evolution of S2 and S3, and new screens for Online Application Back Office (also under development, and the key point to migrate Online Applications to this new React/NodeJS technology).

- Merge S2/S3: The former S2 page containing all closing date and species requirements (updated every two months) and the former S3 page containing the list of entrusted examination offices (updated on a daily basis) have been merged in one and same page, updated every day. New layout and new functionalities have been added.
- MyPVR Update: Several versions of MyPVR were deployed during 2020. Version 3.0 included a technical change in Technology from Angular1/PHP to React/NodeJs. Version 3.1 included a new user-friendly Dashboard. Version 3.2 included the deployment of "e-Denominations". And version 3.3 included a new Term and Conditions screen and a new T&C acceptance workflow
- Sysper Job Information System: Continuing to integrate with the European Commission applications, the module for managing job descriptions was put in place in 2020 along with a thorough review of all job descriptions in the Office. This added more stability and coherence to the process.
- Sharing Online Applications: This project allows the sharing of online application technology of the CPVO with examination offices, and it began with 2 examination offices. Naktuinbouw entered in the production phase and received over 500 applications via Online this year which represent nearly 50% of their applications. For the time 63 TQs are being released.
- Re-write of Variety Finder: This was the CPVO's first fully "built for cloud" application and was implemented successfully in 2020
- Figure 7 Achievement of objectives – Implement IT tools to guarantee the quality and efficiency of the activities

Objective 2020: <ul style="list-style-type: none"> • Integration of support tools with inter-institutional solutions • Electronic communications with clients from Application to Title and for post decision legal interaction • Cloud based backup infrastructure 		
Key Indicator	2020 Target	Result 2020
% of implementation of the annual IT master plan	100%	100%
Approved projects in the pipeline ⁵	15 projects approved of which 8 urgent	14 dev and 14 cloud
Major projects to be finalised each year ⁶	2	2 (re-write Variety Finder and MyPVR upgrade)

⁵ This KPI cannot be found in the Annual WP 2020 but it has been added since the Commission requested it

⁶ This KPI cannot be found in the Annual WP 2020 but has been added since the Commission requested it

1.2.8. Promotion of the PVR system in the EU and internationally

In 2020 the CPVO has continued its activities to strengthen its international cooperation with various international partners on technical and administrative level. In particular it has participated to the implementation of the IP Key projects in China, Latin America and South-East Asia, CarIPI in the Caribbean as well as the implementation of the OAPI Roadmap.

Figure 8 Achievement of objectives – Promotion of the PVR system in the EU and internationally

Objective 2020: <ul style="list-style-type: none"> Reinforce and maintain a strong Intellectual Property Network, in the EU and internationally Implement the adopted strategy on cooperation with third countries on PVR matters Develop new cooperation by seizing opportunities with new partners 		
Key Indicators	2020 Target	Result 2020
Number of participations to meetings and trainings / collaboration with other strong IP actors (UPOV, EPO, EUIPO...)	10	25
Number of projects with IP actors in third countries	6	9
Number of organisations of, or participation to Open Office days, public seminars, contribution to events	6	2 ⁷
Operational Indicators		
Number of meetings with OAPI during the year contributing to the implementation of the OAPI roadmap	2	3
Number of collaborations over projects that are funded by the EU	1	5
Number of lectures hold in collaboration with universities (ex. participation in specialized Master programs, conferences, etc.)	6	6
Number of projects elaborated in partnership with universities (symposium, research project, PhD, etc.)	2	1
Number of visits to key stakeholders (Breeders, breeders' organisations, entrusted EOs, CPVO AC members, EU institutions, Farmers and plant producers, National authorities outside EU, International organisations...)	12	Since we operated online, the traditional activities done in vivo were transformed into videoconferences.

⁷ Indicator impacted by COVID-19

Number of visits from key stakeholders (Breeders, breeders' organisations, entrusted EOs, CPVO AC members, EU institutions, Farmers and plant producers, National authorities outside EU, International organisations...)	12	Since we operated online, the traditional activities done in vivo were transformed into videoconferences.
Reputation barometer regarding stakeholder's satisfaction and expectations	75%	N/A this year, no satisfaction surveys carried out
Number of collaborative projects/activities with the EUIPO	12	19
Number of new cooperations (active development and seizing opportunities with new partners)	2	1

1.2.9. Enforcement of Community Rights

In 2020, the CPVO has continued its cooperation with the Observatory on the infringement of Intellectual Property Rights. The CPVO has contributed to the up-date of the Observatory national case-law database. The CPVO has also continued the update of its own case-law database.

During 2020, the Observatory on the infringement of Intellectual Property Rights agreed to conduct a study on the impact of the PVP protection in the European Union's economy.

The Office organised a seminar on farm saved seeds in Estonia, with the aim to enhance the farmers' understanding of the topic. In the framework of the IP Key Latin America and IP Key China projects, the Office contributed to the organisation of two enforcement seminars in Ecuador and in China by means of virtual tools.

The Office participated to the meetings of the ISF illegal seed practice working group.

Figure 9 Achievement of objectives – Enforcement of Community Rights

Objectives 2020: <ul style="list-style-type: none"> Support breeders with actions related to the enforcement of CPVRs in cooperation with the Observatory and other Institutions active in the field of enforcement of Intellectual Property Rights. Continue cooperating with the EPO 		
Key Indicator	2020 Target	Result 2020
Number of enforcement initiatives carried out	2	11
Operational indicators		
% of participation to the meetings with the observatory, Legal and Enforcement WG, Inter-Agency Coordination Group	100%	100%
Number of seminars / presentations of issues on enforcement	3	3

1.2.10. Process efficiency

The year 2020 was one of extremely high workload in the CPVO for horizontal support activities. This ranged from a record number of recruitments, to very high levels of receipts and payments managed in the accounting sector.

The CPVO is committed to aligning the level Free Reserve to the amount agreed with the Administrative Council (50% of payments budget in the long term) and to do so requires adjustments to the budget in the



medium term, through setting fees at an appropriate level. This year saw the continued positive budget outturn, allowing an increase in the Free Reserve.

Figure 10 Achievement of objectives – Budget, accounting treasury, procurement & logistic

Objectives 2020: <ul style="list-style-type: none"> • Balanced budget • Stable Free Reserve • No comments from Court of Auditors • Fast payment of Invoices 		
Key Indicators	2020 Target	Result 2020
Ratio of invoices received, processed and paid in relation to the number of staff indicated in the establishment plan	(6 100/46=) 133	(6 048/46) =131
Ratio of debit and credit notes issued, processed, sent and recognized in the accounts receivable per staff indicated in the establishment plan	(44 100/46=) 959	(44027/45) = 957
% of cancellations of carry forward commitments ⁸	≤15% of total carry forward commitments	29%
Level of free reserve vs. total budget for payment appropriations ⁹	50%	12% ¹⁰
Operational Indicators		
Number of budget revisions and/or transfers	2 or less	0 budget revisions 5 transfers
Number of remarks of the Court of Auditors on financial accounts (RAS, published in the OJ)	None	None
% payment of invoices under 30 days	>90%	86%
% of procurement procedures launched from Work plan of relevant year	85%	85%
Average length of procurement procedures processing	3 months	4 months

⁸ This indicator used to be operational but is now key

⁹ This indicator used to be operational but is now key

¹⁰ The Free Reserve will take a number of years of gradual increase to move to the 50% of payment appropriations

1.2.11. Recruit and develop staff – Empower and motivate staff

Figure 11 Achievement of objectives -Recruit and develop staff – Empower and motivate staff

Objectives 2020: <ul style="list-style-type: none"> Recruit, train, assess, (motivate and retain) high quality staff so that effective and efficient operation of the CPVO is ensured. Assist the Management in the implementation of the traineeship programme. Give an expertise in the domain of HR to the Management and the Staff. Draft and implement clear rules for all HR aspects. Prepare salaries on due time. Processing missions' reimbursements in due time. Give access to a wide choice of trainings in line with the needs expressed. 		
Key Indicators	2020 Target	Result 2020 ¹¹
Average length of the recruitment process (publication to accepting post)	8 months	+/-5 months
% of non-recoverable extra hours vs. total hours spent during the year ¹²	<5%	7%
% of completion of the mandatory training program	100%	80%
% of feedbacks filled in by staff following a training	100%	60%
% of staff satisfaction regarding achievements of objectives (question included in annual staff survey)	>80%	92%
Number of internal mobility experiences	1	1
Engagement rate (composite indicator: I would recommend CPVO as employer, I am proud to work at CPVO, I am satisfied with my work environment...) measured through staff surveys	80%	93%

¹¹ The COVID-19 crisis had an impact on a number of HR related issues, in particular, the "non-recoverable hours increase beyond targets as the workload linked to the crisis management and working from a distance increased. It was not possible to complete some training initially foreseen face-to-face, which also impacted staff satisfaction with training.

¹² This KPI cannot be found in the 2020 WP

1.2.12. Internal Control, Audits and Evaluations

Figure 12 Achievement of objectives – Internal Control, Audits and Evaluations

Objectives 2020: <ul style="list-style-type: none"> • Design and organise, together with the Internal Auditor, internal audit programmes based on the CPVO list of risks and regularly reviews on the implementation of the audit recommendations made in the past. • Assist the CPVO management in the implementation of internal control activities by writing ex-post control reports, organising regular assessments of the internal control and coordinate all reports linked to the internal control, the programming documents and the annual activity reports. 		
□		
Key Indicators	2020 Target	Result 2020
Number of exceptions recorded into the exception register	Max. 10/year	16 ¹³
% of recommendations of the Internal Auditor closed from three preceding years	>75%	69% ¹⁴

1.2.13. Internal Communication

A strong focus on internal communication was placed in the course of 2020, especially after the COVID pandemic broke out and staff members were asked to work remotely. Among the actions that have been developed, a virtual social corner was set up for colleagues to be able to exchange tips or personal stories in an informal way. More importantly, nearly 30 internal video messages by the President were produced and circulated to staff in order to keep them informed of the main business activities and the state of play of the COVID situation.

¹³ Most exceptions were due to late budgetary commitments, with no financial impact

¹⁴ Certain recommendations from the audits relate to matters for which the CPVO is awaiting input from the European Commission for new IT modules. These concern major developments, which were not possible in 2020. Most recommendations are underway and should be cleared in 2021

Figure 13 Achievement of objectives – Internal Communication

Objectives 2020: Measure the satisfaction of the staff regarding the internal communication and take corrective actions		
Key Indicators	2020 Target	Result 2020
% of satisfaction of the staff regarding the internal communication (through the staff survey)	80% of staff satisfied	89%
Operational indicators		
Meetings on ongoing projects and the CPVO's activity organised by management	2 GA/year	2 GAs (by Visio)
% of documents kept secret through SharePoint	Less than 10%	Less than 10%
% of staff members who attended an internal communication training over the last 3 years	50%	100%

1.2.14. External communication

The CPVO had planned to organise a major event in 2020 to celebrate its 25th anniversary but the COVID pandemic broke out and the Office shifted its communications activities towards a series of online and digital actions. With the help of a trainee specialised in graphic design, the Communication Officer has rolled out several social media campaigns with the aim to promote the EU PVP system and increase public and stakeholder's engagement online. In addition, it has been decided to change the format and the frequency (from 2/year to monthly) of the CPVO newsletter and the first entirely digital newsletter of the CPVO was published in December 2019.

Half a dozen of press articles and media interviews with direct focus on the CPVO have been produced in 2020 and about 40 press articles with a mention of the CPVO have been retrieved in total.

Figure 14 Achievement of objectives – External Communication

Objectives 2020: Develop external communication through various channels		
Key Indicators	2020 Target	Result 2020
Produce and publish relevant social media content ¹⁵	Average 250 posts on social media/year+Grow audience by ~10%	543 posts
Produce CPVO webinars ¹⁶	3 webinars/year	3
Newsletters ¹⁷	2/year	2
CPVO-led event with over 100 guests ¹⁸	1/year	1 ¹⁹
Operational indicators		
Numbers of articles published about or by the Office	10	40
Number of followers and evolution compared to last year	+20%	+64% LinkedIn, +14% Twitter
Number of website visits	1500	151 674
Number of invitations ²⁰ to speak to events	12	10 ²¹

1.2.15. Contribute to the European Green Deal

The CPVO is determined to contribute to the European Green Deal in many different ways. One of them is by following and promoting good sustainability practice and by reducing the environmental impacts of its activities.

¹⁵ This KPI has been modified

¹⁶ This indicator used to be operational but is now key

¹⁷ This indicator used to be operational but is now key

¹⁸ This indicator used to be operational but is now key

¹⁹ Due to COVID-19, no in-person event was organized in 2020. However, the CPVO organised a virtual IP Key session with China attended by over 100 participants.

²⁰ To be noted that we only report on invitations accepted

²¹ Indicator impacted by COVID-19

Figure 15 Achievement of objectives – Environmental strategy

Objectives 2020: <ul style="list-style-type: none"> To follow and to promote good sustainability practice and to reduce the environmental impacts of the Office's activities. 		
Key Indicators	2020 Target	Result 2020
Reduce paper consumption	10% reduction	50% reduction of printed copies
Reduce electricity, heat and water consumption	10% reduction	34% reduction
Making virtual meetings the default and physical missions the exception	Report on no of missions	44 physical missions.

1.2.16. Cost of activities

The table below shows the breakdown of real costs (actual commitments 2020) for the activities defined above. This is based on a total of EUR 18.6 million commitments. Staff allocations are based on staff in service at year-end (48) and breakdowns based on most recent screening exercise.

Table 1 - Breakdown of cost of activities

Activity	HR (fte)	% of total	Operational budget	Staff and overhead	Total	% of total
Managing the system: Processing applications	17.3	34.6%	9,248,739	2,879,534	12,128,273	65.4%
QAS	1	2.0%	30,000	166,447	196,447	1.1%
Development of the system	2.5	5.0%	-	416,118	416,118	2.2%
R&D Projects	0.5	1.0%	218,309	83,224	301,532	1.6%
Information Technology	9.4	18.8%	651,473	1,564,602	2,216,075	12.0%
External Relations	3.5	7.0%	-	582,565	582,565	3.1%
Enforcement and interface PVR/Patents	0.1	0.2%	-	16,645	16,645	0.1%
Total Core Activities	34.3	68.6%	10,148,520	5,709,134	15,857,654	85.5%
Budget	0.3	0.6%	-	49,934	49,934	0.3%
Accounts	3.7	7.4%	-	615,854	615,854	3.3%
Total Neutral Activities	4	8.0%	-	665,788	665,788	3.6%
HR	1.6	3.2%	-	266,315	266,315	1.4%
General Services	7.1	14.2%	-	1,181,774	1,181,774	6.4%
Internal Control, Audit, other	1	2.0%	67,187	166,447	233,634	1.3%
Total Horizontal support	9.7	19.4%	67,187	1,614,536	1,681,724	9.1%
Grand total	48	96.0%	10,215,707	7,989,458	18,205,165	98.2%

2. Management Report

2.1. Administrative Council

The spring meeting with the Administrative Council (AC) was scheduled to take place in March 2020. Taking into account the breakout of the pandemic, a physical meeting could not be organised in Angers and the CPVO was not prepared to put into place a virtual meeting. For this reason, the decision making and reporting of the AC was carried out by a written procedure.

Nevertheless, and in order to ensure inclusion of the necessary comments and contributions from the members of the Administrative Council, all documents were made available in advance of the launching of the written procedure, and updates were made to reflect the comments received.

Below, references are made to some of the decisions taken by the AC.

The consolidated annual activity report for 2019 provided a complete overview of the CPVO's activities for 2019 and included the AC Analysis and Assessment adopted and signed by the Chairperson of the AC. The AC adopted a decision to discharge the President of the CPVO for implementation of the 2018 budget.

The Preliminary Draft Budget was presented for information, with an increase from 45 to 48 posts in the establishment plan. Some AC members expressed concerns that the pandemic might lead to a decrease in the number of applications and that this may have an effect on the CPVO finances. The Draft Single Programming Document was presented for comments. The AC adopted Guidelines on a procedure to replace the CPVO President in case of absence or indisposed. A number of decisions related to technical matters were taken such as the adoption of Technical Protocols and the entrustment of examination offices.

On 30 September 2020 a virtual AC-meeting was organised. Elections (by secret ballot) of the Chair and the Vice-Chair of the AC was organised. Mr Valstar (NL) was elected Chair and Mr Sobrino Mate (ES) was elected Vice-Chair.

The CPVO provided a detailed report on the impact of the pandemic on CPVO activities and finances. It was concluded that the number of applications for ornamentals was decreasing slightly but that it was too early to draw conclusions if this was linked to the pandemic. It was reported that the financial impact was heavy for ornamental breeders. For this reason, the CPVO took decisions to postpone payment of certain fees. The CPVO also postponed the request for an increase in the establishment plan until the potential effects of the pandemic on the CPVO finances could be assessed. The AC decided to prolong the QAS Audit period until the end of 2022 since most audits in 2020 had been cancelled.

The AC adopted the 2021 budget and agreed on the Single programming Document for 2021-2023. The AC agreed on a plan on organising seminars on the enforcement of plant variety rights, adopted a list of Members of the Board of Appeal and agreed that on the creation of a user working group on IT projects. Decisions on the entrustment of examination offices were also taken.

2.2. Major Events

2.2.1. The state of the system

Statistics

In 2020 the CPVO received 3427 applications, representing a decrease of 3 percent in comparison to the previous year. In view of the particular situation caused by the pandemic and some disruption to the business activities reported by the breeders this decrease seems negligible. However, the shift in the proportion of the different crop sectors in the applications has continued and the ornamental sector accounts in 2020 for 43%, compared to over 53% in the long-term average since the beginning of the Office. While the overall number of titles in force has increased by 3 percent compared to 2019 and exceeded 29000, there was also a noticeable increase in surrenders, particularly in ornamental and agricultural crops (36% and 26% respectively compared to last year).



Finances

The update to the fees regulation took effect on 1 April 2020, and meant that examination fees were increased. As had been agreed in the AC, the approach taken was to align the fees for technical examinations paid by applicants, to the remunerations paid by the CPVO to examination offices.

2020 was the first year when the CPVO experienced “upfront payment” to one examination office (Naktuinbouw). This meant that there was a one-off increase in payments of +/- EUR 900.000 for examinations. However, the Free Reserve increased because even if the upfront payments to Naktuinbouw decreased the outturn and the treasury, it also decreased the outstanding commitment figures for the Office, thereby not affecting the reserve. The Free Reserve was at almost 2,5m€ at the end of 2020. Accordingly, the financial situation is robust.

Development of the system

In 2020 the Commission finalized a proposal to the legislator to extend the term of protection for the species asparagus, flower bulbs, woody small fruits and woody ornamentals from 25 to 30 years. An amendment to the legislation is expected in 2021.

In 2020 the European Commission indicated in the IP Action Plan its intention to reevaluate the current legislation on EU-wide PVR (CPVR) in 2022. Even though it has proven to function well for the past quarter of a century, this may be the perfect opportunity to reflect on shortcomings and to propose targeted adjustment with the aim to make the EU PVR system suitable to address the technical innovation, digital and environment challenges of the 21st century.

In 2020 the European Observatory on Infringements of Intellectual Property Rights decided to introduce in its annual work program for 2021 a sectorial study will be carried out by the to assess the benefits of the EU PVP system on the EU economy, including at Member States and regional's levels. It will also look at how the EU PVP system can leverage sustainability in agriculture and horticulture in the context of the EU Green Deal, the Farm to Fork Strategy and the UN Sustainable Development Goals. The study should be published by the end of 2021.

Pandemic

As is mentioned elsewhere in this report, the pandemic did not have any major effects on the system and the CPVO managed well the crisis. The Internal Audit assessed the CPVO's BCP and came up with some proposal on how to improve the Plan in the light of experiences made, such as addressing QAS activities and be more precise on communication related matters.

Organization (IT)

In 2020 it was decided to create an IT Unit and recruit a Head of Unit to manage the digital transformation. The recruitment of a developer was also made during 2020 and the expert will start in the beginning of 2021.

In 2020 the process of reinforcing the capacity of the IT team continued. During the year the Office continued to implement our project of digital transformation, which will modernize the Office IT tools, digitalize all processes, tools and working methods with a full move to Cloud computing services as an enabler to drive efficiency and with the aim of delivering high quality users services.

Communication

Internal communication activities increased substantially during the year with minutes from the BCP Team and the Management Team circulated on a weekly basis. The Staff Committee was represented in both the mentioned Teams. Weekly videos of the President were circulated to staff with an update of events and a social corner was created in TEAMS for staff to exchange on non-work related matters. The HR Team made individual calls to staff all members twice during the year to get feedback on wellbeing and written surveys were also organized.

The Office was very active on external communications during the year with articles published in business journals and magazines. In 2020 the presence of the CPVO on social media increased dramatically and a new electronic Newsletter was created.



2.2.2. Universities

In 2020, the CPVO continued its collaboration with universities with the aim of spreading awareness on the PVP system in the academic community. The Office continued its collaboration with the Universities of Alicante (Magister Lvcentinvs) and Maastricht University. Several successful internships have been granted to former students of these universities' Masters in IP Law.

In particular, the CPVO supports the Magister Lvcentinvs, the master in intellectual property of the University of Alicante that continues implementing a special intensive course dedicated to PVRs.

The CPVO has also provided lectures at local universities, including the Ecole Supérieure d'Agriculture (ESA) and the ESSCA School of management of Angers (France).

Finally, the year 2020 saw a broadening of the number of collaborations with universities, which now includes the University of Stockholm.

2.2.3. The EUIPO and EPO

In 2020 the CPVO continues its good cooperation with the EUIPO in different areas, such as internal audit, international cooperation, data protection, IT and HR services, the Observatory.

The cooperation with the EPO was put on hold due to delivery of the Opinion of the Enlarged Board of Appeal of 14 May 2020 in case G3/19.

2.2.4. Activities outside the' EU

IPKey Latin America

In 2020, the CPVO, together with GEVES, SENADI and UPOV contributed to the organisation of three events in Quito, Ecuador. The focus of all events was regional cooperation and PVP awareness.

The first event consisted of a workshop for the development of an online course to foster licensing practices as a tool to improve partnerships among public research institutes and small and medium-size enterprises. The second event was a regional seminar on the enforcement of PVRs, targeting public authorities, the private sector and academia. The CPVO, UPOV and the participating countries (Argentina, Bolivia, Brazil, Chile, Colombia, Costa Rica, Ecuador, Mexico, Paraguay, Peru, and Uruguay) shared their experiences. The third event consisted of a workshop organized in cooperation with GEVES for technical experts from Latin America on the use of the GAIA software, which is expected to improve PVP authorities' DUS testing procedures.

Moreover, the CPVO participated in a training on PVRs for trade negotiators of the EU Delegations in Latin America.

On 26 and 27 November 2020 an online regional workshop was organized with the aim of training PVR authorities in Latin America on measures to guarantee independence in the conduct of DUS testing. This event was organized in collaboration of the International Union for the Protection of New Varieties of Plants (UPOV) and the Spanish Office of Plant Varieties (OEVV).

This workshop included presentations delivered by representatives from the CPVO, UPOV and OEVV, as well as from participating countries, who also exchanged best practices and identified specific needs.

IPKey China

Due to the Covid-19 pandemic the initially planned activities were transformed into online activities carried out by videoconference. The technical on-line training was based on presentations and video material compiled by Examination Offices from CZ, DE, ES, FR, HU, NL and CPVO over the course of the 2020 trialling period. Experts from Examination Offices made great efforts in producing training materials for a format that was used for the first time and proved to be successful and provide results above expectations. 15 horizontal and crop specific modules were presented and further discussed in panel sessions. More than 60 Chinese experts on DUS testing from the Chinese authorities MARA and NFGA participated in the sessions on different



aspects of DUS testing. There were dedicated sessions on the testing of specific agricultural, fruit, vegetable and ornamental species: wheat, pepper, perennial ryegrass, apple, maize, Phalaenopsis, potato and grapevine. The good organisation of the events by IPKey, the live translation and the acquired ease in using the video conferencing tools were instrumental in making the event a success. The participation from the Chinese plant variety authorities was much wider than an on-site training of Chinese experts in Europe would have been. Training materials produced will be available for further events. Ultimately this exercise can also be a blueprint for future trainings that may complement on-site trainings and demonstrated ways of knowledge sharing that all organisations involved will integrate in their toolbox.

The on-line plant variety rights enforcement seminar was organised by CPVO involving European experts representing all stakeholders on the subject; UPOV, CPVO, EU Customs, National Authorities, Breeders, Farmers and producers organisations, Anti infringement organisations and DNA laboratories. In addition, 6 presentations were given by Chinese experts from government, legal side, breeders and DNA laboratories. Again, the technical challenges were fully mastered and the seminar content was shared, discussed and further followed-up by collecting and addressing the questions raised in writing. The seminar provided all stakeholders with a platform to discuss PVR enforcement in China and the EU and to share views on developments in PVR legislation and enforcement practice, as well as on practical tools for overcoming infringement.

IPKey South-East Asia

In the framework of the IP Key SEA project, during 2020, a webinar series were held on the 12, 13, and 23 November 2020. On November 12 and 13 presentations were followed by a question-and-answer session, while on November 23, a panel discussion with all the speakers closed the Series.

The webinars offered the opportunity to present and discuss selected topics of interest on Plant Variety Protection and UPOV 1991 Membership, from the Food Security and Economic Development angle, in the context of Climate Change. In addition, the webinars also brought in the perspectives of farmers and plant breeders in the EU, as well as from selected countries in the South-East Asia region.

OAPI

Most of the planned activities for 2020 were abandoned. Several meetings were organized with the aim reschedule activities and to change physical meetings to virtual and/or hybrid meetings

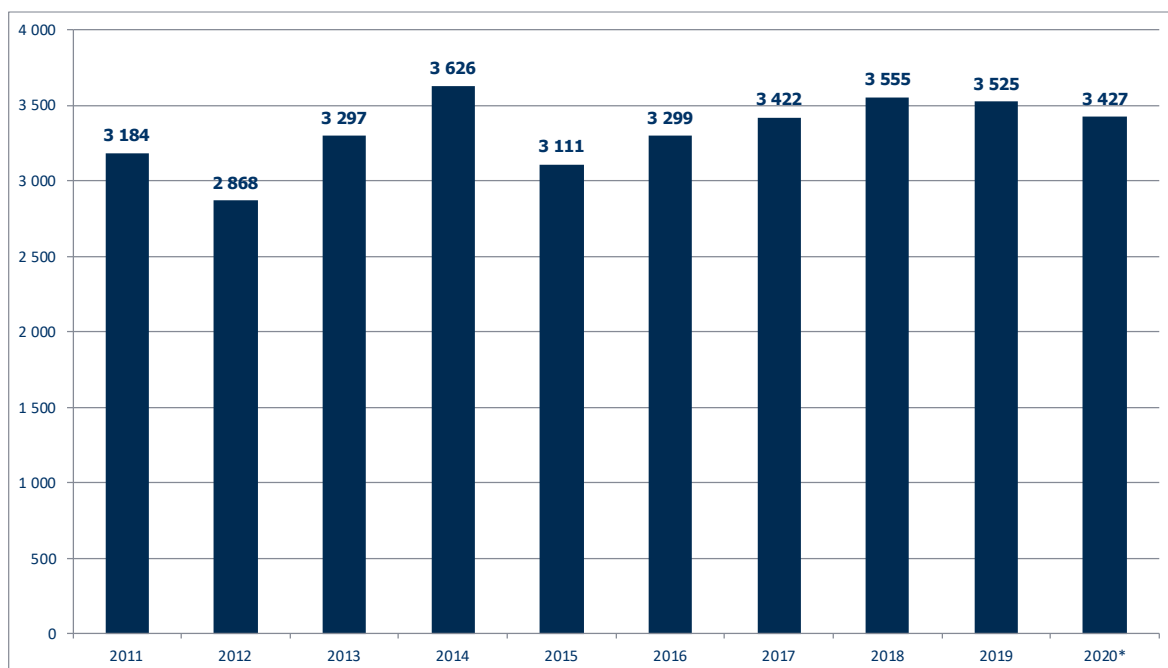
CARIPI

In 2020, the CPVO assisted CarIPI in supporting the implementation of a registration framework for PVR in the Dominican Republic, in conformity with UPOV and the national legislation.

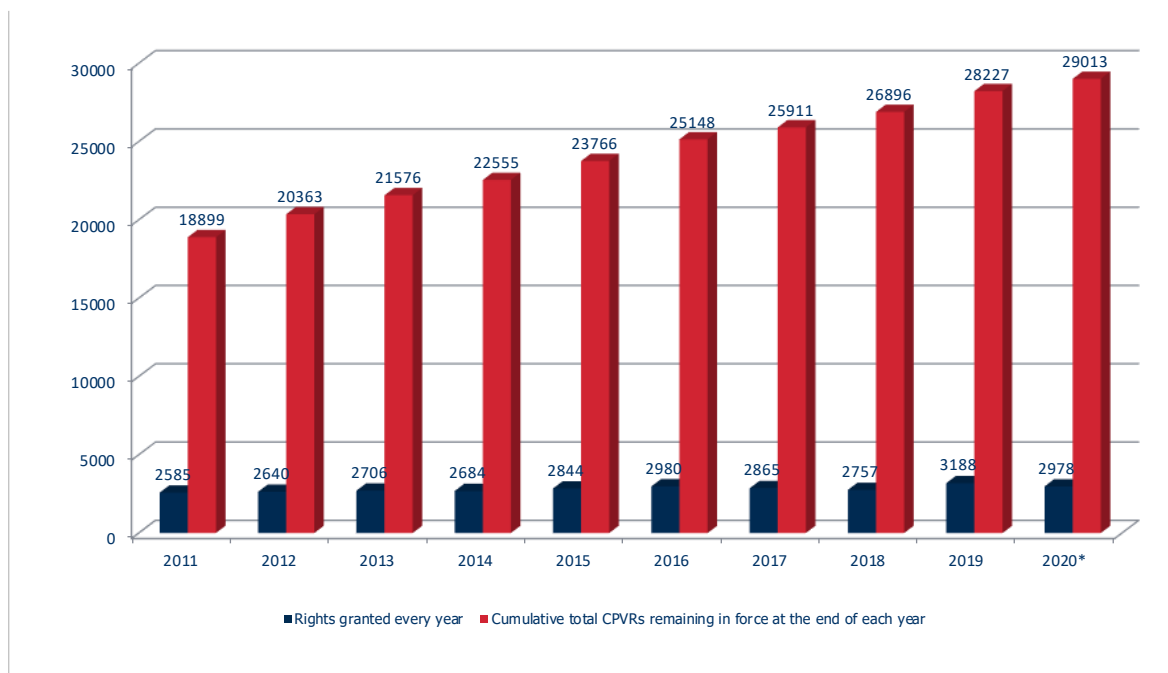


2.2.5. Key statistics (see **Annex I** for more details)

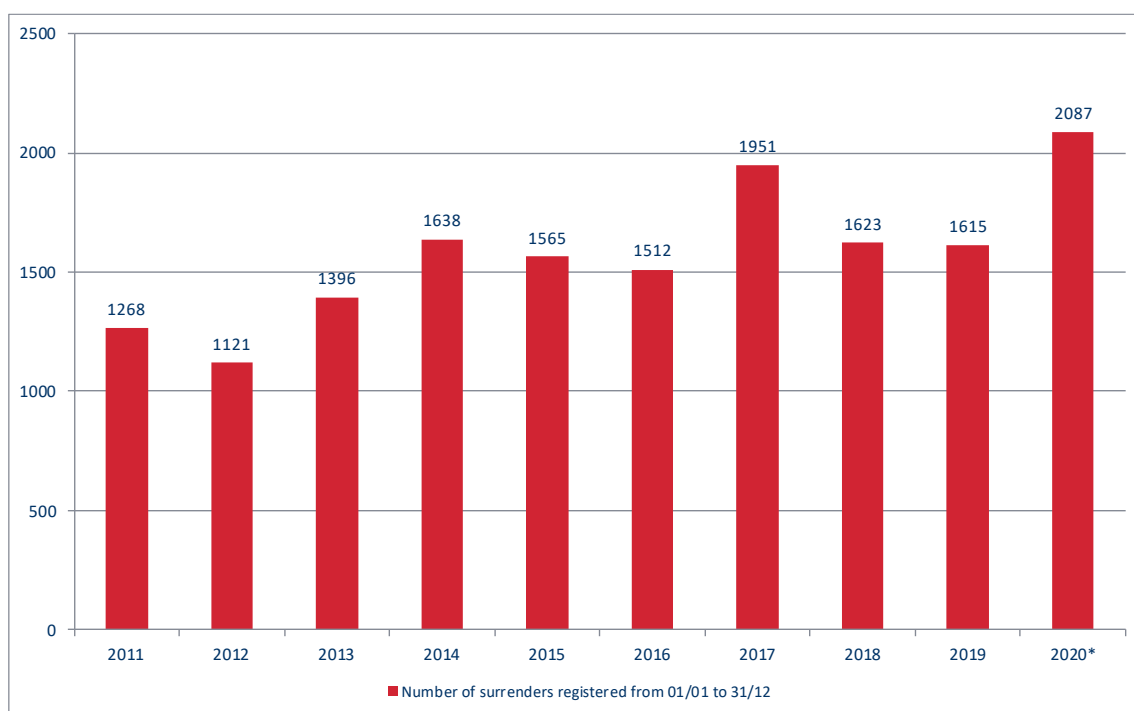
Evolution of number of applications received over the last 10 years



Evolution of CPVR granted rights and rights in force at the end of each year over the last 10 years



Evolution of number of surrenders of CPVR over the last 10 years



2.3. Budgetary and Financial Management

2.3.1. Overview of the budget and financial year

In accordance with the financial regulations of the Community Plant Variety Office, the Provisional Budgetary and Financial Accounts for the year 2020 are provided in **Annex VIII**. These reports shall be subject to audit by the European Court of Auditors. The key figures related to these accounts are explained hereafter.

2.3.2. Budgetary Accounts

Table 2 - Budget Outturn

		2020	2019	% variation 2020
Income	Fees revenue	18,158,286.00	17,671,918.00	2.75%
	Other revenue	42,376.56	52,792.24	-19.73%
	Total	18,200,662.56	17,724,710.24	2.69%
Expenditure	Title 1 Staff expenditure	-7,619,870.16	-7,519,234.82	1.34%
	Title 2 Administrative expenditure	-1,250,039.80	-1,288,466.29	-2.98%
	Title 3 Operational expenditure	-9,668,149.61	-7,568,108.24	27.75%
	Total	-18,538,059.57	-16,375,809.35	13.20%
Grand Total		-337,397.01	1,348,900.89	-125.01%
Non budgetary income		123,921.17	70,832.21	74.95%
Net outturn for the year		-213,475.84	1,419,733.10	-115.04%

Receipts increased very slightly in 2020, however, there was quite a significant movement in expenditure. Much of the increase in expenditure is accounted for by the change in approach to invoicing and payment with an Examination Office which availed of the "upfront payment" option agreed in the Administrative Council. This meant that there was a one-off increase in payments of +/- EUR 900.000 for examinations.

2.3.3. Revenue

Table 3 - Fees 2020/2019

	2020	2019	% variation 2020
Annual fees	9,770,580.00	9,699,770.00	0.73%
Application fees	1,566,950.00	1,599,250.00	-2.02%
Examination fees	6,149,425.00	5,706,110.00	7.77%
Other fees	671,331.00	666,788.00	0.68%
Grand Total	18,158,286.00	17,671,918.00	2.75%

Most fees remained stable, with the exception of examination fees which were increased from 1 April 2020 to allow "full recovery" of costs.

2.3.4. Expenditure

Table 4 - Budget Execution Levels

	Final payment appropriation	Executed	Paid %	Cancelled appropriations	Cancelled %
Title 1 Staff expenditure	8,056,000.00	7,619,870.16	94.6%	436,129.84	5.4%
Title 2 Admin. expenditure	1,895,000.00	1,250,039.80	66.0%	644,960.20	34.0%
Title 3 Operational expenditure	10,035,000.00	9,668,149.61	96.3%	366,850.39	3.7%
Grand Total	19,986,000.00	18,538,059.57	92.8%	1,447,940.43	7.2%

The execution of the payment budget was high at 92.8%, reflecting more accurate forecasts.

Table 5 Budget execution comparison

	Budget execution 2020	Budget execution 2019	% Change
Title 1 Staff expenditure	7,619,870.16	7,519,234.82	1.3%
Title 2 Admin. expenditure	1,250,039.80	1,288,466.29	-3.0%
Title 3 Operational expenditure	9,668,149.61	7,568,108.24	27.7%
Grand Total	18,538,059.57	16,375,809.35	13.2%

As already mentioned, the operational expenditure (examinations) showed a significant increase due to the upfront payment exercise.

Table 6 - Staff expenditure comparison

Budget article	Description.	Budget execution 2020	Budget execution 2019	% Change
E1100	Staff	7,430,723.03	7,052,270.89	5.4%
E1200	Training	54,442.39	112,908.48	-51.8%
E1300	Travel	38,989.27	225,531.82	-82.7%
E1400	Interim staff	84,267.22	97,388.46	-13.5%
E1500	Assistance	9,610.25	27,176.08	-64.6%
E1700	Representation	1,838.00	3,959.09	-53.6%
Grand Total		7,619,870.16	7,519,234.82	1.3%

The increase in staffing costs is due to a number of issues. Statutory increases (for inflation and country correction coefficients) have a direct impact and account for over 4% of the increase, particularly as the so-called "correction coefficient" (the difference in cost of living between Brussels and Agency Countries) increased from 17% to 20%. The CPVO applied promotion and career advancement in line with institutional guidelines, and at the year-end there were 48 staff in post (44 Officials and Temporaries and 4 Contract Agents). The impact of COVID-19 can be clearly seen on the execution of the budget for travel (-80%) and also on training (-50%).

Table 7 - Administrative expenditure comparison

Budget article	Description.	Budget execution 2020	Budget execution 2019	% Change
E2000	Property	410,934.73	293,469.46	40.0%
E2100	IT expenses	651,472.51	472,881.15	37.8%
E2200	Other equipment	17,796.90	19,541.40	-8.9%
E2300	General admin.	26,320.98	16,971.43	55.1%
E2400	Postage and telecom	61,717.03	69,835.21	-11.6%
E2500	Meetings and notices	14,610.23	251,923.28	-94.2%
E2600	Audit and evaluation	67,187.42	163,844.36	-59.0%
Grand Total		1,250,039.80	1,288,466.29	-3.0%

Spending on administration remained very stable as compared to 2019. There was an increase in property as a major commitment was made for the refurbishment of the physical security installation. Otherwise, the costs were similar to previous years.

Table 8 - Operational expenditure comparison

Budget article	Description.	Budget execution 2020	Budget execution 2019	% Change
E3000	Examination office fees	8,799,378.75	6,881,065.25	27.9%
E3200	Examination reports	449,360.00	441,936.00	1.7%
E3400	Publications	95,733.47	35,659.27	168.5%
E3500	Studies	218,308.80	167,252.48	30.5%
E3600	Special advisors	105,368.59	42,195.24	149.7%
Grand Total		9,668,149.61	7,568,108.24	27.7%

The table above shows the payments for title 3 (operational expenditure). The significant increase in payments for examination fees has already been mentioned above: for one major examination office (Naktuinbouw) 2020 saw a shift in payments upfront (instead of at the end of growing periods). This caused a once-off increase in payments.

2.3.5. Budget transfers and revisions

There were no revisions to the budget through the Administrative Council in 2020 (apart from a temporary update to the establishment plan to allow an overlap between a departing staff member and a newly arrived staff member). A number of transfers between budget lines were made, particularly at year-end, while staying within the overall envelope provided at the beginning of the year.

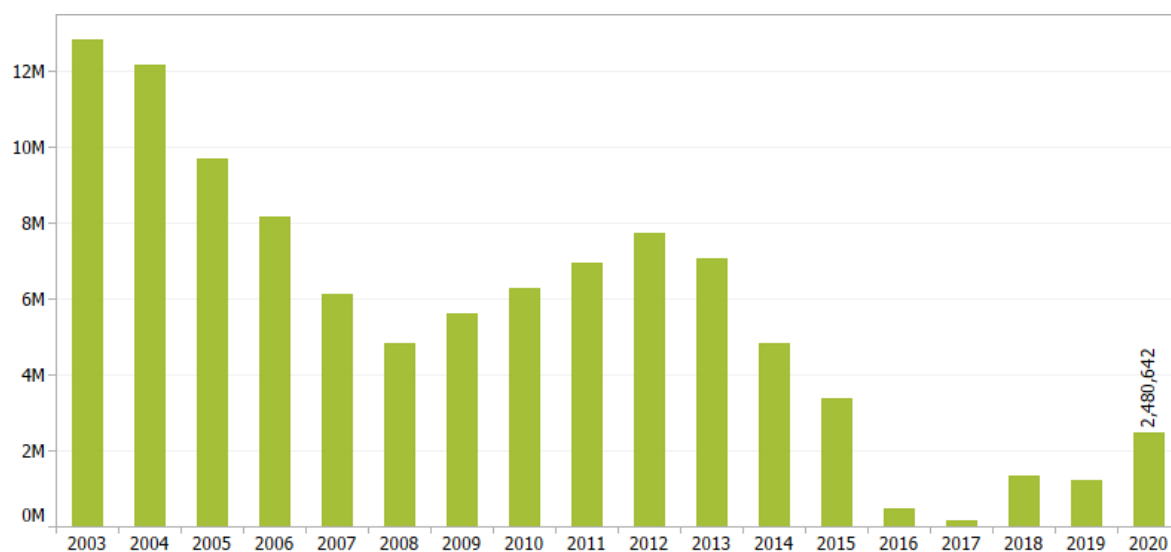
The following table shows the revisions and transfers for the commitment and payment budgets:

Budget article	Description.	Payment appropriations				Commitment appropriations			
		Initial payment budget	Payment budget amendments	Payment budget transfers	Final payment appropriation	Initial Commitment Budget	Commitment budget amendments	Commitment budget transfers	Final commitment budget
E1100	Staff	7,830,000	-	-275,000	7,555,000	7,830,000	-	-275,000	7,555,000
E1200	Training	90,000	-	-	90,000	90,000	-	-	90,000
E1300	Travel	290,000	-	-29,000	261,000	290,000	-	-29,000	261,000
E1400	Interim staff	80,000	-	20,000	100,000	80,000	-	20,000	100,000
E1500	Assistance	40,000	-	-	40,000	40,000	-	-	40,000
E1700	Representation	10,000	-	-	10,000	10,000	-	-	10,000
E2000	Property	370,000	-	75,000	445,000	370,000	-	75,000	445,000
E2100	IT expenses	800,000	-	-80,000	720,000	800,000	-	-80,000	720,000
E2200	Other equipment	60,000	-	-	60,000	60,000	-	-	60,000
E2300	General admin.	66,000	-	-	66,000	66,000	-	-	66,000
E2400	Postage and telecom	95,000	-	-	95,000	95,000	-	-	95,000
E2500	Meetings and notices	395,000	-	-39,000	356,000	395,000	-	-39,000	356,000
E2600	Audit and evaluation	170,000	-	-17,000	153,000	170,000	-	-17,000	153,000
E3000	Examination office fees	8,400,000	-	410,000	8,810,000	9,000,000	-	345,000	9,345,000
E3200	Examination reports	440,000	-	20,000	460,000	460,000	-	-	460,000
E3400	Publications	150,000	-	-15,000	135,000	150,000	-	-	150,000
E3500	Studies	500,000	-	-50,000	450,000	400,000	-	-	400,000
E3600	Special advisors	200,000	-	-20,000	180,000	200,000	-	-	200,000
Grand Total		19,986,000	-	-	19,986,000	20,506,000	-	-	20,506,000

2.3.6. Free Reserve

The so-called free reserve is the difference between total treasury in the CPVO and the outstanding commitments open. The graph below shows the evolution of the free reserve since its high point in 2003.

Graph 1 - Free reserve



GRAPH FREE RESERVE

The Free Reserve increase even though the outturn was negative. This is because the upfront payments to Naktuinbouw decreased the outturn and the treasury, but also decreased the outstanding commitment figures for the Office, thereby not affecting the reserve.

2.3.7. Financial Accounts

Economic Outturn Account 2020 (comparison with 2019)

		2020	2019
Income	Income from fees	17,766,974.50	17,318,007.75
	Income from administrative operations	27,296.66	17,007.10
	Total	17,794,271.16	17,335,014.85
Expenditure	Operational expenses	(8,716,287.23)	(7,929,237.77)
	Salaries and social taxes	(7,557,721.35)	(7,233,295.23)
	Overheads	(1,178,213.53)	(1,458,064.29)
	Depreciation	(267,770.50)	(269,939.21)
	Total	(17,719,992.61)	(16,890,536.50)
Result		74,278.55	444,478.35
Financial revenue	Interest income	48,388.34	52,415.13
	Total	48,388.34	52,415.13
Financial expenditure	Bank charges & exchange differences	(1,559.72)	(1,852.70)
	Total	(1,559.72)	(1,852.70)
Result		46,828.62	50,562.43
Economic outturn for the year		121,107.17	495,040.78

The financial accounts differ from the budgetary accounts in that it takes non-cash transactions into consideration. For example, in the budgetary accounts, asset purchases are shown as expenses for the full amount of the purchase in the year, whereas in the financial accounts, only the yearly depreciation is shown as an expense. In this sense, the financial accounts are a better reflection of the real underlying situation. The Outturn remained positive in 2020.

2.4. Delegation and sub-delegation

Delegation and sub-delegation of the powers of budget implementation to agency's staff

Assurance received from other AODs: in line with the requirements, the Head of Unit, Administration, in his capacity as Authorising Officer by Delegation provided an assurance to the President concerning budget implementation

Delegating budgetary powers to staff members is part of the sub process "perform general accounting" of the CPVO. A detailed procedure was adopted in October 2018.

In general, the time limit of the delegation is set to the end date of the contract of the staff member.

It's the Head of Unit who defines if a delegation of budgetary powers is necessary for the performance of a staff member. If it is the case, the Head of Unit shall take a decision on what powers should be delegated and what budgetary lines should be concerned. The information is transmitted to the Internal Control Coordinator, who prepares the decision on delegation. Once finalised, the decision is signed by the President of the CPVO (authorising officer) and the staff member.

The Accountant is informed of all granting of delegations, which have an impact on the accounting system. The IT service is also informed in order to give the accurate access rights in the accounting system.

New delegations of budgetary powers are transferred to the Court of Auditors in preparation of their spring audit. A summary table of all delegations is also provided. At this occasion, all delegations are verified by the Internal Control Coordinator and the Accountant, and any necessary up-dates are carried out.

List of the BLs covered by sub-delegations granted to another AOD:

- Authorising Officer by Delegation	- Budget Lines (Commitments and payments)
Vice-President	- All budget lines
Head of Technical Unit	- Title 3 (Operational Expenses)
	- Missions
Head of Administration	- All budget lines

2.5. Human Resources

2020 was a particularly busy year for the Human Resources sector of the CPVO:

- Development of HR Tools continued with the development of Sysper (EU institutions HR Software) modules. During the year, job descriptions, functions and duties were reviewed and updated for all CPVO staff. The CPVO was also one of the first Agencies onboarded with the HR-Reporting module, and has begun working on personal files, evaluations and promotions through Sysper (foreseen in 2021 and beyond)
- The establishment plan was **temporarily** increased from 45 to 46 by the Administrative Council, in order to allow an overlap between a colleague departing early in 2021 and one arriving late in 2020.
- All targets of the SPD were met
- Recruitment drives were completed and during the year, new staff were taken on as:
 - Technical Expert
 - IT Cloud Administrator

The recruitment of a Head of Unit for IT was finalised, with the offer and acceptance taking place in 2020 (start date January 2021)

- The Screening exercise was based on new jobs in place
- A number of implementing rules were processed:

Engagement of CA	Model Decision C(2019)3016
Engagement of TA	Model Decision C(2015)1509
Middle management	Model decision C(2018)2542
Type of posts	Model Decision C(2018)8800

2.6. Strategy for efficiency gains

As indicated in the SPD 2022-2024 the CPVO is engaged in many IT projects with the aim to eliminate administrative work as well as the work to process applications and thereby making efficiency gains. Faced with growing IT activities and complex digital challenges, the CPVO has decided to reinforce a new IT-unit to increase cadence of delivering new digital capabilities to its stakeholders whilst also strengthening service reliability, performance, resilience, governance and security. Additionally, this unit will be tasked to build upon past digitization and automation efforts to support the digital transformation of the CPVO.

The CPVO continues every year with its strategy for improving efficiency gains. There is ongoing automation of work processes such as those mentioned above for the Human Resources sector, but throughout the Office, work is ongoing to streamline processes. The work on Microsoft 365 will be a catalyst for more changes in this regard in 2021 and beyond.

When deciding on the priority of IT tools to be developed, one of the major indicators is the time it can save for the CPVO, but also for stakeholders. By way of example, in 2021 a major IT project will take place which

will allow applicants to manage specific sets of data in the application process themselves. This will save substantial time on data exchanges both for the CPVO and the applicants.

The CPVO will also continue to update the skill-sets of staff through training in order to ensure that they can adapt to modern and efficient working methods. In addition, with a number of upcoming retirements, it will be crucial for the CPVO to identify the skill sets needed for the coming decade in order to make the recruitments successful for the organisation.

2.7. Assessment of audit and ex-post evaluation results during the year

2.7.1. Internal Audit

Internal Audit assists management by providing independent, objective assurance and consulting services designed to add value and improve the organisation's operations. It helps the organisation accomplish its objectives by bringing a systematic, disciplined approach to evaluate and improve the effectiveness of risk management, control, and governance processes.

Approved audit plan

Audit activities were based on the Audit Plan 2020, which was approved by the President of the Office in December 2019.

The selection of audits for 2020 was based on the annual risk assessment exercise, the audit universe coverage as well as on Internal Audit's professional judgment.

The Audit Plan 2020 included 2 audits:

- Inventory Management
- BCP

The first audit was launched in June and the second one in October 2020. Both were carried out virtually due to the COVID-19 pandemic. They were finalised in December 2020 and January 2021 respectively. Action plans have been adopted.

Finally, the audit plan 2021 setting the course of IA work for 2021, was established and approved in December 2020.

2.7.2. European Court of Auditors

The main conclusions to be found in the Report on the annual accounts of the Community Plant Variety Office (CPVO) for the financial year 2019 adopted in Luxembourg at the Court meeting on 22 September 2020 reads:

Opinion on the reliability of the accounts

In our opinion, the accounts of the Office for the year ended 31 December 2019 present fairly, in all material respects, the financial position of the Office at 31 December 2019, the results of its operations, its cash flows, and the changes in net assets for the year then ended, in accordance with its Financial Regulation and with accounting rules adopted by the Commission's accounting officer. These are based on internationally accepted accounting standards for the public sector.

Opinion on the legality and the regularity of the transactions underlying the accounts

Revenue

In our opinion, revenue underlying the accounts for the year ended 31 December 2019 is legal and regular in all material respects.



Payments

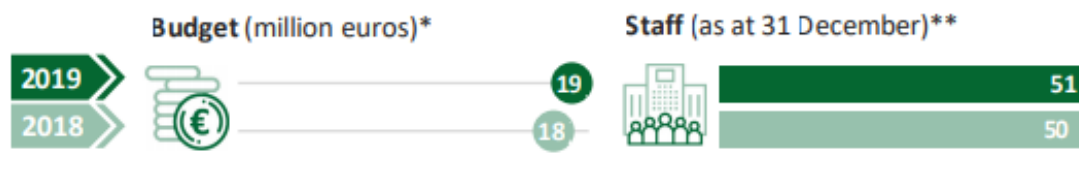
In our opinion, payments underlying the accounts for the year ended 31 December 2019 are legal and regular in all material respects.

Report on the annual accounts of the Community Plant Variety Office (CPVO) for the financial year 2019

INTRODUCTION

01. The Community Plant Variety Office (hereinafter 'the Office', or 'CPVO'), which is located in Angers, was created by Council Regulation (EC) No 2100/94 [\(1\)](#). Its main task is to register and examine applications for the grant of Union industrial property rights for plant varieties and to ensure that the necessary technical examinations are carried out by the competent offices in the Member States.
02. **Graph 1** present the key figures of the Office [\(2\)](#)

Graph 1: Key figures for the Office



* Budget figures based on the total payment appropriations available during the financial year.

**"Staff" includes EU officials, EU temporary agents, EU contract staff and seconded national experts, but excludes interim workers and consultants.

Source: Consolidated annual accounts of the European Union for the financial year 2018 and Provisional consolidated annual accounts of the European Union year 2019; Staff figures provided by the Office

Information in support of the statement of assurance

03. The audit approach taken by the Court comprises analytical audit procedures, direct testing of transactions and an assessment of key controls of the Office's supervisory and control systems. This is supplemented by evidence provided by the work of other auditors and an analysis of information provided by the Office's management.

The Court's statement of assurance provided to the European Parliament and the Council – Independent auditor's report

OPINION

04. We have audited:
 - a. the accounts of the Office which comprise the financial statements [\(3\)](#) and the reports on the implementation of the budget [\(4\)](#) for the financial year ended 31 December 2019; and
 - b. the legality and regularity of the transactions underlying those accounts.
- as required by Article 287 of the Treaty on the Functioning of the European Union (TFEU).

Reliability of the accounts

Opinion on the reliability of the accounts

05. In our opinion, the accounts of the Office for the year ended 31 December 2019 present fairly, in all material respects, the financial position of the Office at 31 December 2019, the results of its operations, its cash flows, and the changes in net assets for the year then ended, in accordance with its Financial Regulation and with accounting rules adopted by the Commission's accounting officer. These are based on internationally accepted accounting standards for the public sector.

Legality and regularity of the transactions underlying the accounts

Revenue

Opinion on the legality and regularity of revenue underlying the accounts

06. In our opinion, revenue underlying the accounts for the year ended 31 December 2019 is legal and regular in all material respects.

Payments

Opinion on the legality and regularity of payments underlying the accounts

07. In our opinion, payments underlying the accounts for the year ended 31 December 2019 are legal and regular in all material respects

Basis for opinion

08. We conducted our audit in accordance with the IFAC International Standards on Auditing (ISAs) and Codes of Ethics and the INTOSAI International Standards of Supreme Audit Institutions (ISSAIs). Our responsibilities under those standards are further described in the 'Auditor's responsibilities' section of our report. We are independent, in accordance with the Code of Ethics for Professional Accountants issued by the International Ethics Standards Board for Accountants (IESBA Code) and with the ethical requirements that are relevant to our audit, and we have fulfilled our other ethical responsibilities in accordance with these requirements and the IESBA Code. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Responsibilities of management and those charged with governance

09. In accordance with Articles 310 to 325 of the TFEU and the Office's Financial Regulation, the Office's management is responsible for preparing and presenting the Office's accounts on the basis of internationally accepted accounting standards for the public sector and for the legality and regularity of the transactions underlying them. This includes the design, implementation and maintenance of internal controls relevant to the preparation and presentation of 5 financial statements that are free from material misstatement, whether due to fraud or error. The Office's management is also responsible for ensuring that the activities, financial transactions and information reflected in the financial statements comply with the official requirements which govern those statements. The Office's management bears the ultimate responsibility for the legality and regularity of the transactions underlying the Office's accounts.
10. In preparing the accounts, the Office's management is responsible for assessing the Office's ability to continue as a going concern. It must disclose, as applicable, any matters affecting the Office's status as a going concern, and use the going concern basis of accounting, unless management either intends to liquidate the entity or to cease operations, or has no realistic alternative but to do so.
11. Those charged with governance are responsible for overseeing the Office's financial reporting process.

The auditor's responsibilities for the audit of the accounts and underlying transactions

12. Our objectives are to obtain reasonable assurance about whether the accounts of the Office are free from material misstatement and the transactions underlying them are legal and regular, and to provide, on the basis of our audit, the European Parliament and the Council or the other respective discharge authorities with statements of assurance as to the reliability of the Office's accounts and the legality and regularity of the transactions underlying them. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit will always detect a material misstatement or non-compliance when it exists. These can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these accounts.
13. For revenue, we verify subsidies received from the Commission or cooperating countries and assess the Office's procedures for collecting fees and other income, if any.
14. For expenditure, we examine payment transactions when expenditure has been incurred, recorded and accepted. This examination covers all categories of payments (including those made for the purchase of assets) other than advances at the point they are made. Advance payments are examined when the recipient of funds provides justification for their proper use and the Office accepts the justification by clearing the advance payment, whether in the same year or later.
15. In accordance with the ISAs and ISSAIs, we exercise our professional judgement and maintain professional scepticism throughout the audit. We also:
 - o Identify and assess the risks of material misstatement of the accounts and of material non-compliance of the underlying transactions with the requirements of the legal framework of the European Union, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinions. The risk of not detecting a material misstatement or non-compliance resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the overriding of internal controls.
 - o Obtain an understanding of internal controls relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the internal controls.
 - o Evaluate the appropriateness of the accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
 - o Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Office's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the accounts or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause an entity to cease to continue as a going concern.
 - o Evaluate the overall presentation, structure and content of the accounts, including the disclosures, and whether the accounts represent the underlying transactions and events in a manner that achieves fair presentation.
 - o Obtain sufficient appropriate audit evidence regarding the financial information of the Office to express an opinion on the accounts and transactions underlying them. We are responsible for the direction, supervision and performance of the audit. We remain solely responsible for our audit opinion. We communicate with the management regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal controls that we identify during our audit. From the matters on which we communicated with the Office, we determine those 7 matters that were of most significance in the audit of the accounts of the current period and are therefore the key audit matters. We describe these matters in our auditor's report unless law or regulation precludes public disclosure about the matter or when, in extremely rare circumstances, we determine that a matter should not be communicated in our

report because the adverse consequences of doing so would reasonably be expected to outweigh the public interest benefits of such communication.

Follow-up of previous years' observations

16. An overview of the corrective action taken in response to the Court's observations from previous years is provided in the *Annex*.

This Report was adopted by Chamber IV, headed by Mr. Alex Brenninkmeijer, Member of the Court of Auditors, in Luxembourg on 22 September 2020.

For the Court of Auditors

Klaus-Heiner LEHNE

President

⁽¹⁾ [OJ L 227, 1.9.1994, p. 1.](#)

⁽²⁾ More information on the Office's competences and activities is available on its website: www.cpvo.europa.eu

⁽³⁾ The financial statements comprise the balance sheet, the statement of financial performance, the cash flow statement, the statement of changes in net assets and a summary of significant accounting policies and other explanatory notes.

⁽⁴⁾ The reports on implementation of the budget comprise the reports which aggregate all budgetary operations and the explanatory notes.

ANNEX

Follow-up of previous years' comments

Year	Court's comments	Status of corrective action (Completed/Ongoing/Outstanding/N/A)
2014	Although the Office became operational in 1995, there is still no seat agreement signed with its host Member State.	Ongoing (Not under the Office's control and should be removed)
2015	There was a too high a level of unpaid fees	Completed (Updates to the procedures have led to a significant reduction in unpaid fees and we consider that this can now be removed. Updates will continue to be done in future such as the review of the procedure for 'Write off bad debts'.)
2016	The Office's founding Regulation does not require periodic external performance evaluations.	Ongoing (Not under the Office's control and should be removed)
2017	In 2017, the documentation of procurement and grant award procedures was inadequate.	Completed (Necessary assessments, evaluations and opinions were carried out as part of the procedures.)

The Office's reply

The Office has taken note of the Court's report.

2.8. Follow-up Internal Control

3.8.1 Follow up of recommendations and action plans for audits and evaluations

The 2019 Audit work programme has been finalised in 2020. This programme included one topic: Fees management. Four findings were reported on; three important and one desirable recommendation. Since only very important and critical recommendations should be reported in this document, the CPVO has nothing to report on this issue.

The following tables show some statistics on IA recommendations for the last three years.

Status by Unit and Sector from 2017 to 2019 - last update 18/02/2021 11:59:02

Unit	In progress		Completed		Total général	
	Rec.s	% Total	Rec.s	% Total	Rec.s	% Total
President			5	100,0%	5	100,0%
Administration	3	37,5%	5	62,5%	8	100,0%
Legal	3	42,9%	4	57,1%	7	100,0%
Technical			4	100,0%	4	100,0%
QAS	1	25,0%	3	75,0%	4	100,0%
Total général	7	25,0%	21	75,0%	28	100,0%

When broken down by audit, the view is as follows:

Status by Audit

AuditValue	In progress		Completed		Total général	
	Rec.s	% Total	Rec.s	% Total	Rec.s	% Total
BPR Procurement	2	40,0%	3	60,0%	5	100,0%
Budget and Financial Accounts			2	100,0%	2	100,0%
Core business processes	1	14,3%	6	85,7%	7	100,0%
Evaluation (org/communication)	1	16,7%	5	83,3%	6	100,0%
Human Resources	2	66,7%	1	33,3%	3	100,0%
QAS internal audit	1	20,0%	4	80,0%	5	100,0%
Total général	7	25,0%	21	75,0%	28	100,0%



2.8.2. Follow up of recommendations issued following investigations by the European Anti-Fraud Office (OLAF)²²

The CPVO has not been subject to an investigation by OLAF.

2.9. Follow up of observations from the Discharge authority

The Discharge Authority, on the basis of the Audit by the Court of Auditors, Internal Audit results and reporting from the Agency gave a discharge to the President, without specifying corrective actions.

2.10. Environment management

Notwithstanding the resource constraints faced by the CPVO, an environmental management strategy was adopted in December 2020, and the CPVO's vision is to be a cost-effective and environment-friendly working place. At present, the CPVO's aim is to follow and to promote good sustainability practice and to reduce the environmental impacts of its activities. In the future, the aim would be to help its stakeholders to do the same.

Baselines were identified for 9 environmental issues, and the results for 2020 are reported on in Annex VII.

2.11. Assessment by Management

The CPVO checks regularly the efficiency of its internal control system through regular ex post controls and through immediate mitigating actions when needed.

Significant improvements were made on the level of "late commitments" and "saisine a posteriori", although some cases were still reported in the exception report. A constant vigilance should be kept to prevent this type of problem. Training and information/reminder to the staff could also be an efficient prevention tool.

The system is globally working well. The Court of Auditors' final report on 2019 accounts and financial management is positive with no remarks of a serious nature.

Based on the above, the Management assesses that the internal control system is working well, that all measures were taken to prevent irregularities and fraud and that the underlying transactions were legal and regular and complied with sound financial management

2.12. External Evaluations

No external evaluation was carried out in 2020

²² Article 11 Regulation (EU/Euratom) 883/2013 of the European Parliament and of the Council concerning investigations conducted by the European Anti-Fraud Office (OLAF)

3. Assessment of the effectiveness of internal control systems

3.1. Effectiveness of internal control systems

Methodology:

Since 2019 the CPVO has put in place an annual assessment of the internal control system. It is carried out by the management (President, Vice-President and Heads of Unit) of the agency. The Internal Control coordinator launches the assessment in the form of a survey, in which the management assesses each control principle. The result is consolidated in a report where the assessment of each principle is explained and where strengths and weaknesses are identified. A conclusion is drawn on the areas where improvements can be made and how to achieve this. The report is published to all staff on the internal web site of the CPVO.

Implementation and compliance:

The internal control principles are well implemented in the CPVO and they are all fully complied with. Improvements to be made were only identified for four principles, and these were only minor.

The compliance and effectiveness of internal control systems are in addition regularly assessed by the Court of Auditors in its mission in the CPVO, as well as by the Internal Auditor.

An annual calendar is drawn up with the timing of the ex-post controls to be carried out during the year, which mainly concerns budgetary operations. In 2020 an additional ex-post control was also carried out on the document management of the CPVO.

Fraud prevention:

The CPVO up-dated its' Anti-Fraud policy in 2019 (signature date 14 October 2019). It includes 6 strategic objectives identified to prevent and detect fraud:

1. Ensure that all CPVO staff and stakeholders are aware of the rules related to fraud prevention;
2. Ensure that fraud prevention measures are embedded in the CPVO procedures and processes;
3. Update all legal documents to ensure clauses related to fraud prevention and detection are included;
4. Regular review of fraud risks and follow-up of corrective actions;
5. Enable job rotation when feasible;
6. Training on "Guidelines on Whistleblowing".

The monitoring of the policy is assured by the Internal Control Coordinator, and all objectives were achieved during 2020.

The CPVO adopted a policy on Prevention and Management of Conflict of Interest in 2018 (signature date 21 March 2018). A follow-up control on the implementation of that policy was carried out by the Internal Control Coordinator in 2020. The result was that the policy is almost fully effective since the Audit Advisory Board members had not yet signed their declarations. A revision and up-date of the policy was initiated in 2020 and will be finalised in 2021.

Cost and Benefits:

No weaknesses were identified in the CPVO Internal Control Framework in 2020. The CPVO considers the balance between effectiveness, efficiency and economy of controls to be fair taken into account the resources of the Office.

3.2. Conclusions of assessment of internal control systems

The overall result of the assessment on the CPVO internal control system is fully effective. No reservations have been made the during 2020.

3.3. Declaration of assurance

During 2021, the Head of Administration, on the basis of a number of supporting audits and evaluations has made the following declaration:

On the basis of:

- The self-assessment of internal controls
- Follow-up of internal audit recommendations
- Result of ex-post controls

I declare that in accordance with the CPVO's internal control framework, I have reported my advice and recommendations on the overall state of internal control in the CPVO to the President.

I hereby certify that the information provided in the present Annual Activity Report and in its annexes is, to the best of my knowledge, accurate, reliable, and complete.

Date: 05 July 2021

Signed:



James Moran

4. Management Assurance

The assurance below is based on, *inter alia*, the declaration of the Head of Resources, the results of the Internal Audits of the CPVO, the ex-Post controls put in place in 2020 and previous years, and the findings of the Court of Auditors.

On the basis of the facts in his possession, the President of the CPVO declares that the information contained in this report gives a true view. He has reasonable assurance that the resources assigned to the activities described in this report have been used for their intended purpose and in accordance with the principles of sound financial management, and that the control procedures put in place give the necessary guarantees concerning the legality and regularity of the underlying transactions. He is unaware of any matter not reported which could harm the interests of the CPVO.

2020 Declaration of Assurance the President of the CPVO

I, the undersigned, Martin Ekvad, President of the CPVO, in my capacity as authorizing officer,

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

State that I have reasonable assurance that the resources assigned to the activities described in this report have been used for their intended purpose and in accordance with the principles of sound financial management, and that the control procedures put in place give the necessary guarantees concerning the legality and regularity of the underlying transaction. This reasonable assurance is based on my own judgment and on the information at my disposal, such as the results of the self-assessment, ex-post controls, the work of the Internal Auditor and the lessons learnt from the reports of the Court of Auditors for years prior to the year of this declaration.

Confirm that I am not aware of anything not reported here, which could harm the interests of Community Plant Variety Office.

Angers, 09/07/2021

Martin Ekvad



President of the CPVO

5. Declaration of assurance

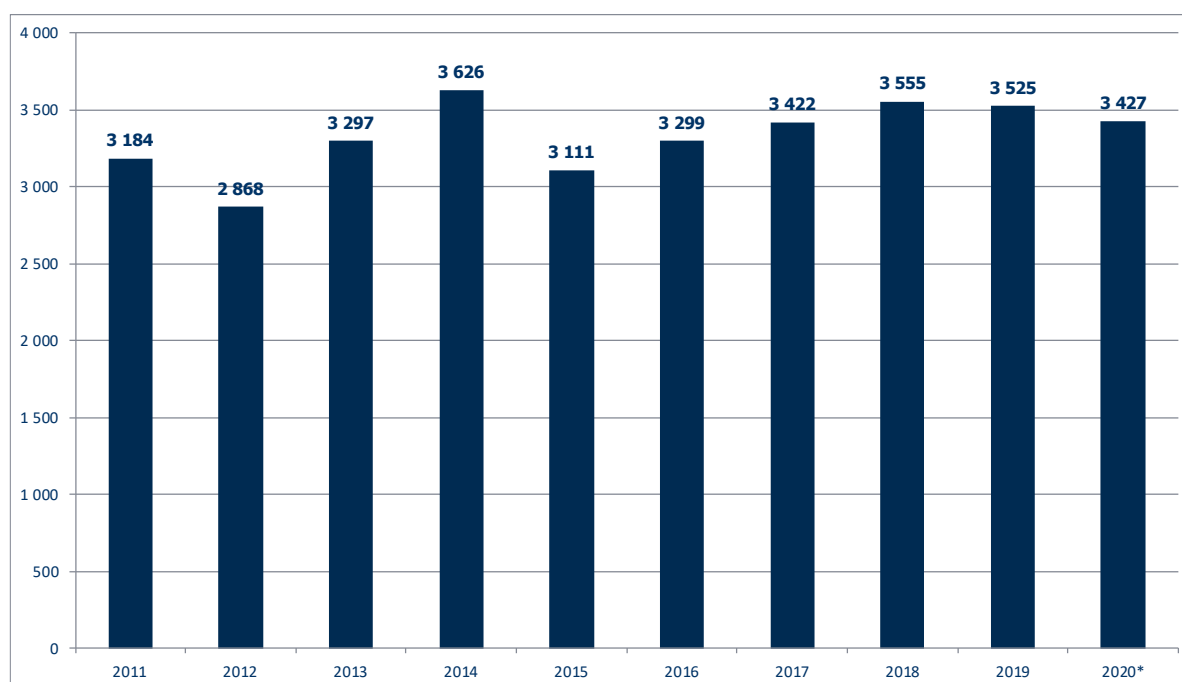
This document is a declaration signed by the President, as Authorising Officer and representing the CPVO, together with the Accountant giving their assurance on the accounts of the Office, according to the provisions of the Financial Regulations of the CPVO. The original document was sent to the President of the Court of Auditors (**Annex VIII**).

Annex I. 2020 Core Business Statistics

In 2020 the CPVO received 3427 applications, representing a decrease of 3 percent in comparison to the previous year. In view of the particular situation caused by the CORONA virus and some disruption to the business activities reported by the breeders this decrease seems marginal. However, the shift in the proportion of the different crop sectors in the applications has continued and the ornamental sector accounts in 2020 for 43%, compared to over 53% in the long-term average since the beginning of the Office.

While the overall number of titles in force has increased by 3 percent compared to 2019 and exceeded 29000, there was also a noticeable increase in surrenders, particularly in ornamental and agricultural crops (36% and 26% respectively compared to last year).

Graph 1: Evolution of the annual number of applications for Community plant variety protection (2010-2020)



Graph 2: Shares of application numbers per crop sector in 2020

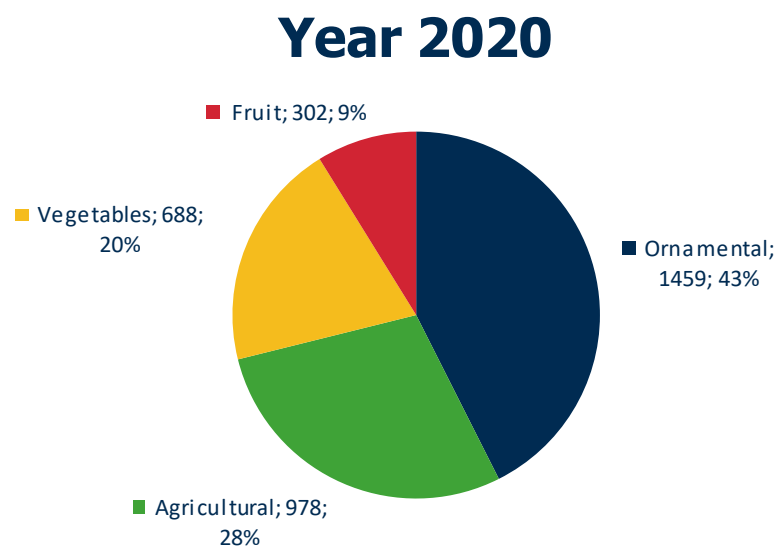


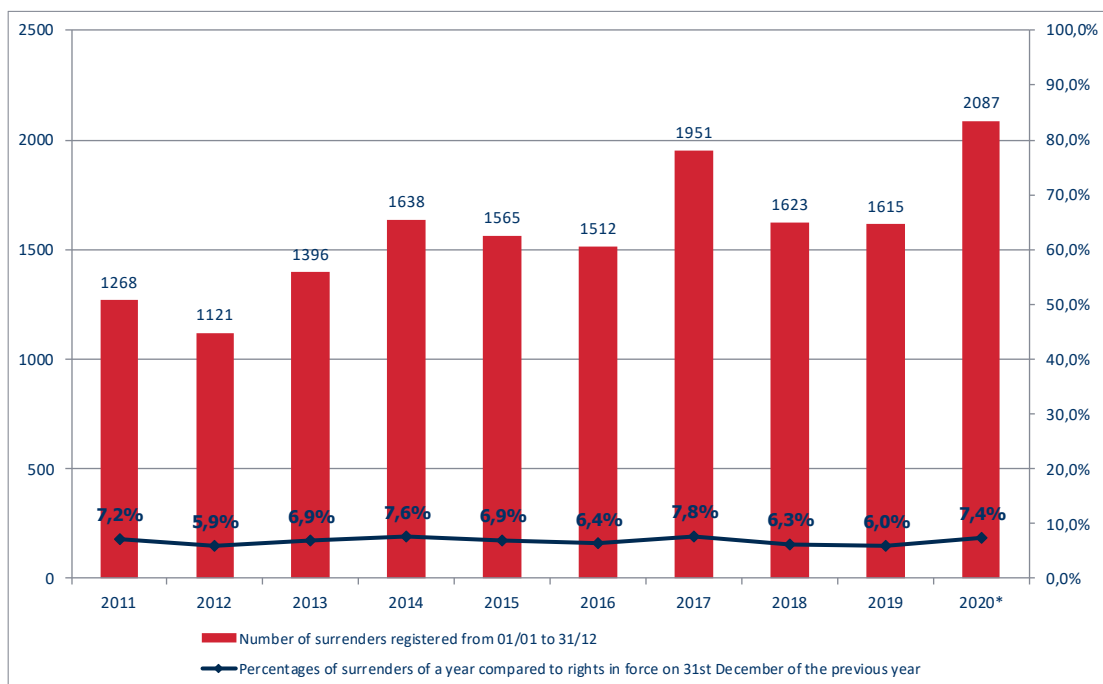
Table 1: Member States from which CPVR applications were filed in 2020

Member State of main applicant	Number of applications received in 2020
Netherlands	1 307
France	505
Germany	418
Spain	150
Denmark	108
Italy	104
Poland	41
Belgium	34
Austria	21
Sweden	10
Czech Republic	9
Hungary	8
Ireland	4
Romania	4
Greece	2
Slovak Republic	2
Finland	1
Total	2728

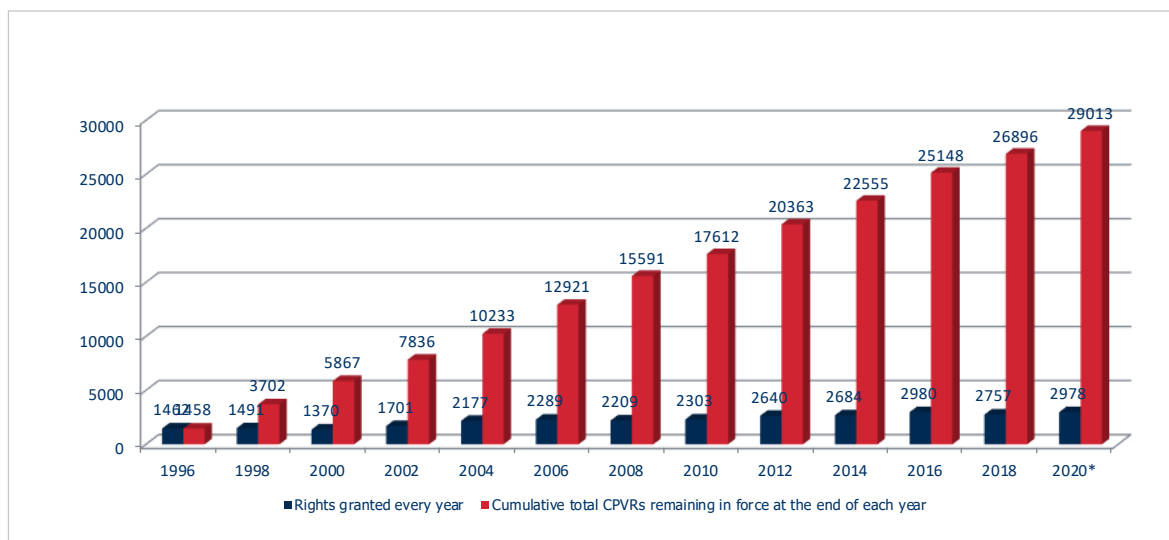
Table 2: Non-EU countries from which CPVR applications were filed in 2020

Country of main applicant	Number of applications received in 2020
United States of America	289
Switzerland	181
United Kingdom	58
Japan	44
Australia	22
Israel	21
Serbia	15
New Zealand	14
Brazil	7
Canada	7
Mexico	6
South Africa	6
Russian Federation	5
Colombia	4
Morocco	4
China	3
South Korea	3
Peru	3
Taiwan	3
Costa Rica	1
Ecuador	1
Moldova	1
Turkey	1
Total	699

Graph 3: Number of surrenders of CPVRs (2010-2020)



Graph 4: Number of rights granted each year from 1996 to 2020 and those remaining in force on 31 December 2020 from those granted per year (every other year shown)

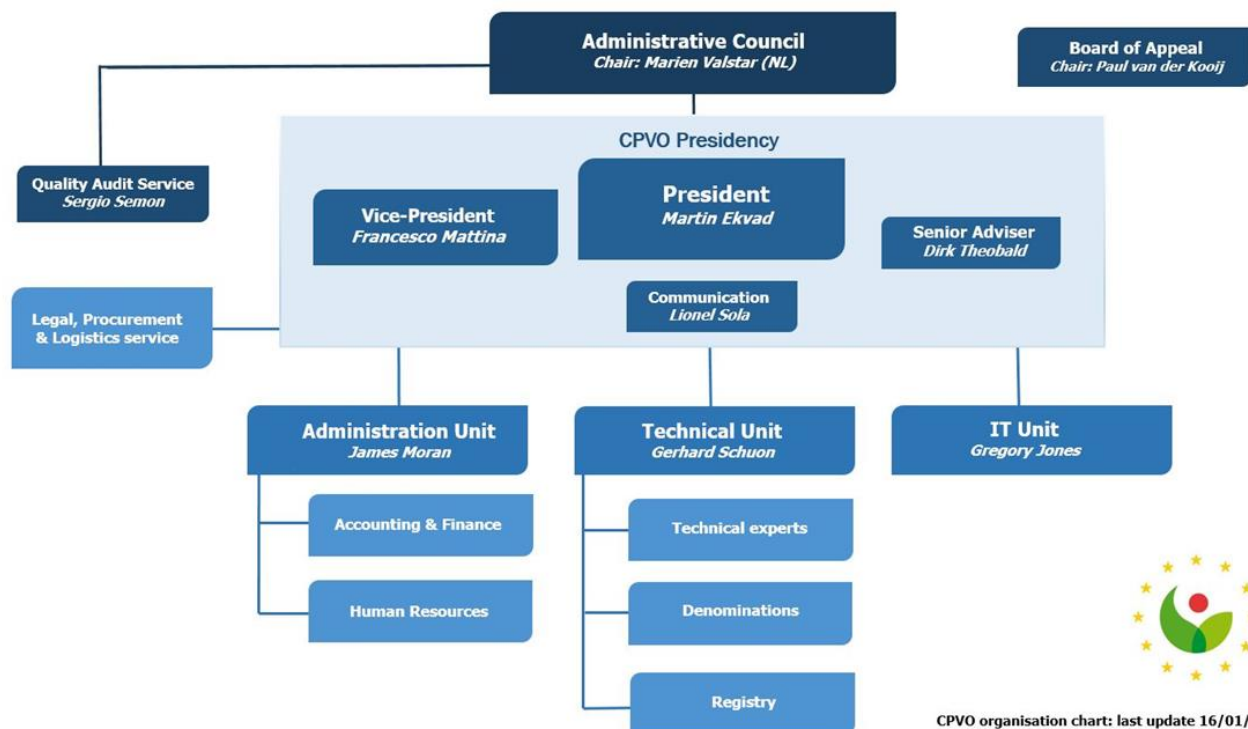


At the end of 2020, of the 56 561 rights granted in total, 29 013 (51 %) were still in force.

Annex II. Statistics on financial management

All information is provided above.

Annex III. Organisational chart



CPVO organisation chart: last update 16/01/2021

Establishment plan and additional information on Human Resources management

- Information on the entry level recruitment grade/function group for each type of post

Indicative table - Information on recruitment grade/function group for each type of post

Key functions (examples – terminology should be adjusted to each agency's job titles)	Type of contract (official, TA or CA)	Function group, grade of recruitment*	Indication whether the function is dedicated to administrative support or operations [subject to definitions used in screening methodology]
<i>President</i>	TA	AD 14 (external)	Operations
<i>Vice President</i>	TA	AD 12 (external)	Operations
<i>Adviser</i>	Official	AD 14 (internal)	Operations
<i>Head of Unit</i>	2 TA, 1 Official	AD 9 (most recent recruitment was external)	Head of Administrative Unit support, others operational
<i>Administrator (Technical Experts / Legal Officers / IT Experts / Quality Audit / Team Leader)</i>	TA	AD 6 (external)	Operations
<i>Accountant</i>	TA	AST 10 (internal)	Support
<i>Senior Assistant</i>	TA	AST 10 (internal)	Operation
<i>Administrative Assistants</i>	TA	AST 1 (no recent recruitments)	Mixed

- For TA, please specify if the recruitment was internal, inter-agency or external as well as the specific grade of recruitment (No brackets)

Table Job screening/benchmarking against previous year results²³

Table Job Screening / Benchmarking - staff in post at year end

Job Category	Job Sub Category	31/12/2019	31/12/2020
Administrative support and coordination	Administrative Support	14.00%	14.58%
	Coordination	6.00%	4.17%
	Total	20.00%	18.75%
Operational	Evaluation & Impact Assessment	2.00%	2.08%
	General Operational	4.00%	4.17%
	Programme management and implementat..	64.00%	66.67%
	Top level operational coordination	2.00%	2.08%
	Total	72.00%	75.00%
Neutral	Finance / Control	8.00%	6.25%
	Total	8.00%	6.25%
Grand Total		100.00%	100.00%

- Information on the list of HR implementing rules adopted 2020

Implementing rules

Engagement of CA	Model Decision C(2019)3016
Engagement of TA	Model Decision C(2015)1509
Middle management	Model decision C(2018)2542
Type of posts	Model Decision C(2018)8800

²³ Table as per Methodology for Agencies job screening (2014)

Annex V. Human and financial resources by activity

Actual consumption of the human and financial resources by the end of year split between activities.

Activity	HR (fte)	% of total	Operational budget	Staff and overhead	Total	% of total
Managing the system: Processing applications	17.3	34.6%	9,248,739	2,879,534	12,128,273	65.4%
QAS	1	2.0%	30,000	166,447	196,447	1.1%
Development of the system	2.5	5.0%	-	416,118	416,118	2.2%
R&D Projects	0.5	1.0%	218,309	83,224	301,532	1.6%
Information Technology	9.4	18.8%	651,473	1,564,602	2,216,075	12.0%
External Relations	3.5	7.0%	-	582,565	582,565	3.1%
Enforcement and interface PVR/Patents	0.1	0.2%	-	16,645	16,645	0.1%
Total Core Activities	34.3	68.6%	10,148,520	5,709,134	15,857,654	85.5%
				-		
Budget	0.3	0.6%	-	49,934	49,934	0.3%
Accounts	3.7	7.4%	-	615,854	615,854	3.3%
Total Neutral Activities	4	8.0%	-	665,788	665,788	3.6%
				-		
HR	1.6	3.2%	-	266,315	266,315	1.4%
General Services	7.1	14.2%	-	1,181,774	1,181,774	6.4%
Internal Control, Audit, other	1	2.0%	67,187	166,447	233,634	1.3%
Total Horizontal support	9.7	19.4%	67,187	1,614,536	1,681,724	9.1%
Grand total	48	96.0%	10,215,707	7,989,458	18,205,165	98.2%

Annex VI. Contribution, grant and service level agreements, Financial Framework Partnership Agreements

Actual state of play of implementation

General information ²⁴						Financial and HR impacts				
	Actual or expected date of signature	Total amount	Duration	Counterpart	Short description		N	N+1	N+2	N+3
Grant agreements										
1. 7512366 Durum Wheat	19/12/2017	223 526	2 years	AGES	Integration of molecular data into DUS testing in Durum wheat	Amount				
						Number of CA	N/A			
						Number of SNEs	N/A			
2. 7512367 Melon	19/12/2017	77 098	March 2021	Naktuinbouw	set up a common database based upon variety descriptions and photos stored within all of the CPVO's entrusted examination offices	Amount				
						Number of CA	N/A			
						Number of SNEs	N/A			
3. 7513139 Apple	27/04/2018	207 037	27.10.2021	INRAE	Developing molecular markers allowing the distinction of	Amount				
						Number of CA	N/A			
						Number of SNEs	N/A			

²⁴ For on-going agreements, please provide the requested general information. For expected agreements, please provide the information available. When the information is not known, please put "not known"

					apple mutants (sports)					
4. 7515058 Oilseed rape	25/06/2019	228 143	2 years	GEVES	Developing a strategy to apply SNP molecular markers in the framework of winter oilseed rape DUS testing	Amount				
						Number of CA	N/A			
						Number of SNEs	N/A			
5. 7515057 Tomato	16/07/2019	295 000	2.5 years	Naktuinbouw	International validation of a SNP set to determine genetic distances for the management of tomato reference collection	Amount				
						Number of CA	N/A			
						Number of SNEs	N/A			
6. 7515997 Cannabis	16/12/2019	53 000	2 years	Naktuinbouw	Development a SNP marker set in Cannabis to support DUS testing	Amount				
						Number of CA	N/A			
						Number of SNEs	N/A			
7. 7515996 Harmorescoll	23/12/2019	262 000	28.02.2023	GEVES	Setting up an EU system for harmonized collections of reference isolates, controls and differentials to facilitate	Amount				
						Number of CA	N/A			
						Number of SNEs	N/A			

					disease resistance testing					
8. 7517891 Durum wheat DURDUS tools	14/12/2020	126 513	2 years	AGES	Integration of molecular data into DUS testing in durum wheat: development of a common online molecular database and a genetic distance calculation tool	Amount				
						Number of CA	N/A			
						Number of SNEs	N/A			
Expected grant agreements	Not known	(max 500.000)				Amount				
Total grant agreements						Amount				
						Number of CA	N/A			
						Number of SNEs	N/A			
Service-level agreements										
1. SLA-Sysper	01/01/2018	89 711	1-year renewable		European Commission-HR	Amount				
						Number of CA	N/A			
						Number of SNEs	N/A			
2. DIGIT 009 Global Services Level Agreement	20/03/2019	41 704	1-year renewable		European Commission - DIGIT	Amount				
						Number of CA	N/A			
						Number of SNEs	N/A			
1. Recruitment	31/05/2007		1-year renewable		EPSO	Amount				

						Number of CA	N/A			
						Number of SNEs	N/A			
2. HR management	01/03/2020		1-year renewable		PMO	Amount				
						Number of CA	N/A			
						Number of SNEs	N/A			
3. Permanent Secretariat	01/01/2019	6088.37	1-year renewable		EFSA	Amount				
						Number of CA	N/A			
						Number of SNEs	N/A			
Total service-level agreements						Amount				
						Number of CA				
						Number of SNEs				
TOTAL						Amount				
						Number of CA	N/A			
						Number of SNEs	N/A			

Annex VII. Environment management

The table below provides concrete actions that has been taken by the CPVO in order to meet the environmental policy

Environmental issue	Source of impact	Action plan	Performance indicator per year	Results 2020
1.Electricity consumption	1. Central computing and data storage by servers.	Gradual move of IT infrastructure to the cloud. Less purchases of hardware servers.	Less hardware purchases.	3 servers
	2. Cooling in server room	Decrease of cooling temperature of the air conditioners to save energy.	Energy consumption decrease.	See point 3.6
	3. "Staff-related" use of electricity in offices and meeting rooms (PCs, printers, copy machines, lights, etc.	Consider the IT-set-up per working station to have laptop and docking station. Change HDD to SSD and add RAM of the current desktops to enhance performance and keep them as long as possible.	Less hardware purchases. Less waste.	2 MS Surface Pro 5 Laptops 5 Docking station
2.Paper consumption	4. Printing documents and emails	Raising awareness to move towards paperless office, e.g. further digitalisation of administrative workflow.	10% reduction in absolute and per FTE figures	625 kg in total/13,9 kg per FTE Number of copies printed divided by 2
	5. Printing publications externally	Continue to reduce the number of paper publications through close management of publication plan as well as through more print on demand and web publishing.	Reduction of paper publications.	New CPVO leaflet 2 Newsletters Annual Report
3.Sustainable resource use	6. Electricity, heat and water consumption	Install light sensors in all public areas. Optimising existing LED system and electrical equipment (e.g. sleep mode) throughout the year aimed at achieving measurable reductions. Install water sensors for the restroom taps and low water consuming WCs	Reporting on the results. * 10% reduction in absolute and per FTE figures	210 961 Kwh in total/4 662 per FTE (electricity)(+0,5%) 168 019 Kwh in total/3 653 per FTE (gas) (-43%) 650 m3 in total/14,1 m3 per FTE (water) (+8,5%)

4.Waste sorting and reduction	7. Waste sorting and reduction	Provide proper information and training to staff and cleaning staff. Follow-up on the handling by the garbage company.	5% reduction of total waste for 2021 per FTE	Recycling Waste bins installed (1 container of 160 l collected once a week by city hall) Recycling of paper in force with VEOLIA representing 3 to 5 tons per year Recycling of batteries 5 kg per year.
5.Greenhouse gas emissions	8. Business travel of staff	Making virtual meetings the default and physical missions the exception. Encourage travel by train instead of plane when the distance is less than 1000 km.	Reporting on number of missions. Report on the results.*	44 physical missions
	9. External participants coming to CPVO-organised meetings by plane	Using videoconferencing when applicable.	Reporting on number of virtual and physical meetings.	
6.Various negative environmental impacts of the CPVO	10. All procurement	Calls for tender or relevant services must include environmental criteria according to the type of goods purchased. All purchases are carried out against best available environmental criteria.	All procurement aligned to EU directives.	Environmental criteria included in 2 calls in 2020 (Garden and green electricity)
7. Various positive environmental impacts of CPVO awareness raising	11. Green communication/awareness-raising activities	Develop and implement an integrated approach to awareness raising. Invite the EEA to make a lunch time presentation on their activities and on their environmental policy.	Reporting on the results*	
8.Environmental economic and social impacts	12.All CPVO activities	Using synergies between CPVO and staff health and well-being aspects. Encourage the use of public transport and bicycles.	Reporting on the results*	

		Weekly vegetable baskets proposed to staff.		0 subscriptions due to COVID-19.
9.Internal environment	13.Environment in buildings/health and safety aspects	Involve the CPVO and staff well-being coordinator in office space optimisation projects.	Reporting on the results*	
	14. Review the possibility of rationalising office spaces	Look into possibilities to move to a new, environmental friendly building	Reporting on the researches* ²⁵	

²⁵ Where there is an * no results can be reported on since the environmental policy only was adopted in the end of 2020.

Annex VIII. (draft/final) Annual Accounts

Document provided separately