



**CPVO**

Community Plant Variety Office

**ESTIMATE OF  
INCOME AND EXPENDITURE  
FINANCIAL YEAR 2014**

**– SUPPLEMENTARY RECTIFYING BUDGET –**

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SENT TO THE ADMINISTRATIVE COUNCIL  
ON 6 May 2014  
FOR ADOPTION BY WRITTEN PROCEDURE

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**COMMUNITY PLANT VARIETY OFFICE**

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## 1. INTRODUCTION

The Office submits to its Administrative Council this *Supplementary Rectifying Budget* for the financial year 2014, the objective of which is to obtain additional appropriations to face the following expenses:

<b>Budget line</b>	<b>Description</b>	<b>Increase necessary (EUR)</b>	<b>Description</b>
<b>1400</b>	Interim Staff	20.000	Need for supplementary budget in case of urgent need for interim staff during second half of year.
<b>2100</b>	IT	100.000	Additional amount to cover external support for infrastructure (non replacement of retirement) and additional projects.
<b>3000</b>	Technical Examinations	400.000	Additional <i>commitments</i> to cover increased cost of examinations and high level of applications.
<b>3000</b>	Technical Examinations	400.000	Additional <i>payments</i> to cover increased cost of examinations and high level of applications.

The budget will remain in balance through expected changes in application fees and in the deficit reserve.

Furthermore, the establishment plan is updated to convert an AST 8 post to an AD 5 post.

## **2. SUMMARY TABLE**

2.1. INCOME

2.2. EXPENDITURE

## 2. TABLEAU DE SYNTHÈSE / SUMMARY TABLE

### 2.1. RECETTES / INCOME

TITRE/TITLE CHAP. ART. POSTE/ITEM	HEADINGS  INCOME	BUDGET	OUTTURN	OUTTURN
		SRB 2014 Income	2013 Income	2012 Income
		(Written Procedure 5 May 2014)	(C.A. 03/14 A.C.)	(C.A. 02/13 A.C.)
<b>1</b>	<b>INCOME</b>			
1000	Income generated from fees	11 812 000	12 919 375,00	12 634 982,50
	<b>TOTAL TITLE 1</b>	<b>11 812 000</b>	<b>12 919 375,00</b>	<b>12 634 982,50</b>
<b>3</b>	<b>RESERVE</b>			
3000	Deficit Reserve	2 418 000	-298 710,06	-1 411 894,39
	<b>TOTAL TITLE 1</b>	<b>2 418 000</b>	<b>-298 710,06</b>	<b>-1 411 894,39</b>
<b>5</b>	<b>INCOME FROM ADMIN.OPERATIONS</b>			
5000	Income from administrative operations	12 000	4 596,03	4 611,48
	<b>TOTAL TITLE 5</b>	<b>12 000</b>	<b>4 596,03</b>	<b>4 611,48</b>
<b>6</b>	<b>Expend.REFUNDING + PROVIDED SERV.income</b>			
6000	Income from the sales of the Official Gazette	pm	0,00	0,00
	<b>TOTAL TITLE 6</b>	<b>pm</b>	<b>0,00</b>	<b>0,00</b>
<b>9</b>	<b>OTHER INCOME</b>			
9100	Interest on account	250 000	129 883,39	316 869,30
9200	Donation & legacy	pm	0,00	0,00
9300	Multi-beneficiary program	200 000	0,00	196 783,00
	<b>TOTAL TITLE 9</b>	<b>450 000</b>	<b>129 883,39</b>	<b>513 652,30</b>
	<b>TOTAL OF INCOME</b>	<b>14 692 000</b>	<b>12 755 144,36</b>	<b>11 741 351,89</b>

### 2.2. DEPENSES / EXPENDITURE

TITRE/TITLE CHAP. ART. POSTE/ITEM	HEADINGS  EXPENDITURE - TITLE 1	BUDGET	OUTTURN	OUTTURN
		SRB 2014 Appropriations	2013 Appropriations	2012 Appropriations
		(Written Procedure 5 May 2014)	(C.A. 03/14 A.C.)	(C.A. 02/13 A.C.)
<b>EXPENDITURE - TITLE 1</b>				
<b>1</b>	<b>STAFF WORKING WITHIN THE CPVO</b>			
<b>11</b>	<b>Staff in active employment</b>			
1100	Expenditure related to staff employed	5 985 000	5 382 374,37	5 213 175,32
	<b>TOTAL CHAPTER 11</b>	<b>5 985 000</b>	<b>5 382 374,37</b>	<b>5 213 175,32</b>
<b>12</b>	<b>Further Professional training</b>			
1200	Further Professional training	100 000	105 933,60	87 403,95
	<b>TOTAL CHAPTER 12</b>	<b>100 000</b>	<b>105 933,60</b>	<b>87 403,95</b>
<b>13</b>	<b>Missions and duty travels</b>			
1300	Missions and travel expenses	240 000	209 248,32	230 994,86
	<b>TOTAL CHAPTER 13</b>	<b>240 000</b>	<b>209 248,32</b>	<b>230 994,86</b>
<b>14</b>	<b>Supplementary services</b>			
1400	Interim staff, administrative and technical assistance	40 000	91 950,12	7 331,24
	<b>TOTAL CHAPTER 14</b>	<b>40 000</b>	<b>91 950,12</b>	<b>7 331,24</b>
<b>15</b>	<b>Social welfare</b>			
1500	Special assistance grants, other welfare expenditure	15 000	14 422,48	11 740,09
	<b>TOTAL CHAPTER 15</b>	<b>15 000</b>	<b>14 422,48</b>	<b>11 740,09</b>
<b>17</b>	<b>Entertainment and representation expenses</b>			
1700	Entertainment and representation expenses	10 000	5 098,07	6 388,64
	<b>TOTAL CHAPTER 17</b>	<b>10 000</b>	<b>5 098,07</b>	<b>6 388,64</b>
	<b>TOTAL EXPENDITURE - TITLE 1</b>	<b>6 390 000</b>	<b>5 809 026,96</b>	<b>5 557 034,10</b>

## 2.2. DEPENSES / EXPENDITURE

TITRE/TITLE CHAP. ART. POSTE/ITEM	HEADINGS  EXPENDITURE - TITLE 2	BUDGET		OUTTURN		OUTTURN	
		SRB 2014 Appropriations  (Written Procedure 5 May 2014)		2013 Appropriations  (C.A. 03/14 A.C.)		2012 Appropriations  (C.A. 02/13 A.C.)	
<b>EXPENDITURE - TITLE 2</b>							
<b>2</b>	<b>BUILDINGS, EQUIPMENT, ADMIN. EXPENDITURE</b>						
<b>20</b>	<b>Investments in immovable property</b>						
2000	Property related costs	400 000		226 395,29		200 340,70	
	<b>TOTAL CHAPTER 20</b>	<b>400 000</b>		<b>226 395,29</b>		<b>200 340,70</b>	
<b>21</b>	<b>Data processing</b>						
2100	Equipment, software and other external services	450 000		315 488,18		314 603,40	
	<b>TOTAL CHAPTER 21</b>	<b>450 000</b>		<b>315 488,18</b>		<b>314 603,40</b>	
<b>22</b>	<b>Movable property and associated costs</b>						
2200	Office furniture, transport, technical & library equipment	70 000		51 915,77		27 299,74	
	<b>TOTAL CHAPTER 22</b>	<b>70 000</b>		<b>51 915,77</b>		<b>27 299,74</b>	
<b>23</b>	<b>General administrative expenditure</b>						
2300	General administrative expenditure	100 000		69 333,62		87 857,78	
	<b>TOTAL CHAPTER 23</b>	<b>100 000</b>		<b>69 333,62</b>		<b>87 857,78</b>	
<b>24</b>	<b>Postal charges and Telecommunications</b>						
2400	Postage and Telecommunications charges	100 000		79 943,13		84 167,32	
	<b>TOTAL CHAPTER 24</b>	<b>100 000</b>		<b>79 943,13</b>		<b>84 167,32</b>	
<b>25</b>	<b>Expenditure on formal and other meetings</b>						
2500	Meetings and notices	330 000		231 602,46		196 330,94	
	<b>TOTAL CHAPTER 25</b>	<b>330 000</b>		<b>231 602,46</b>		<b>196 330,94</b>	
<b>26</b>	<b>Audits and Evaluations</b>						
2600	Audits and Evaluations	150 000		114 783,78		75 575,59	
	<b>TOTAL CHAPTER 26</b>	<b>150 000</b>		<b>114 783,78</b>		<b>75 575,59</b>	
	<b>TOTAL EXPENDITURE - TITLE 2</b>	<b>1 600 000</b>		<b>1 089 462,23</b>		<b>986 175,47</b>	

TITRE/TITLE CHAP. ART. POSTE/ITEM	HEADINGS  EXPENDITURE - TITLE 3	BUDGET		OUTTURN		OUTTURN	
		SRB 2014 (Written Procedure 5 May 2014)		2013 (C.A. 03/14 A.C.)		2012 (C.A. 02/13 A.C.)	
		Commitments	Payments	Commitments	Payments	Commitments	Payments
<b>EXPENDITURE - TITLE 3</b>							
<b>3</b>	<b>OPERATIONAL EXPENDITURE</b>						
<b>30</b>	<b>Fees payable to the examination offices</b>						
3000	Fees for the examination offices (E.U. and others)	6 750 000	5 800 000	6 620 064,23	5 256 270,58	6 146 034,14	4 667 301,89
	<b>TOTAL CHAPTER 30</b>	<b>6 750 000</b>	<b>5 800 000</b>	<b>6 620 064,23</b>	<b>5 256 270,58</b>	<b>6 146 034,14</b>	<b>4 667 301,89</b>
<b>31</b>	<b>Maintenance of reference collections</b>						
3100	Expend.for relevant organisms (E.U. and others)	pm	pm	0,00	0,00	0,00	0,00
	<b>TOTAL CHAPTER 31</b>	<b>pm</b>	<b>pm</b>	<b>0,00</b>	<b>0,00</b>	<b>0,00</b>	<b>0,00</b>
<b>32</b>	<b>Procurement of other examination reports</b>						
3200	Procurement of other exam.reports	312 000	312 000	283 920,00	282 000,00	272 160,00	267 600,00
	<b>TOTAL CHAPTER 32</b>	<b>312 000</b>	<b>312 000</b>	<b>283 920,00</b>	<b>282 000,00</b>	<b>272 160,00</b>	<b>267 600,00</b>
<b>33</b>	<b>Examination of denominations</b>						
3300	Expend.for examination of denominations	pm	pm	0,00	0,00	0,00	0,00
	<b>TOTAL CHAPTER 33</b>	<b>pm</b>	<b>pm</b>	<b>0,00</b>	<b>0,00</b>	<b>0,00</b>	<b>0,00</b>
<b>34</b>	<b>Publications and translations</b>						
3400	Official, general and promotional publications	150 000	150 000	119 342,30	116 749,08	92 009,36	61 211,92
	<b>TOTAL CHAPTER 34</b>	<b>150 000</b>	<b>150 000</b>	<b>119 342,30</b>	<b>116 749,08</b>	<b>92 009,36</b>	<b>61 211,92</b>
<b>35</b>	<b>Technical studies, surveys, consultations</b>						
3500	Technical studies	400 000	150 000	20 203,60	66 749,35	218 616,00	85 231,00
	<b>TOTAL CHAPTER 35</b>	<b>400 000</b>	<b>150 000</b>	<b>20 203,60</b>	<b>66 749,35</b>	<b>218 616,00</b>	<b>85 231,00</b>
<b>36</b>	<b>Special advisers</b>						
3600	Special advisers	90 000	90 000	88 599,21	73 354,97	20 641,32	36 195,42
	<b>TOTAL CHAPTER 36</b>	<b>90 000</b>	<b>90 000</b>	<b>88 599,21</b>	<b>73 354,97</b>	<b>20 641,32</b>	<b>36 195,42</b>
<b>37</b>	<b>Multi-beneficiary program</b>						
3700	Actions in the frame of the multi-beneficiary program	200 000	200 000	68 006,54	61 531,19	81 579,64	80 602,09
	<b>TOTAL CHAPTER 37</b>	<b>200 000</b>	<b>200 000</b>	<b>68 006,54</b>	<b>61 531,19</b>	<b>81 579,64</b>	<b>80 602,09</b>
	<b>TOTAL TITLE 3</b>	<b>7 902 000</b>	<b>6 702 000</b>	<b>7 200 135,88</b>	<b>5 856 655,17</b>	<b>6 831 040,46</b>	<b>5 198 142,32</b>
	<b>TOTAL EXPENDITURE</b>	<b>15 892 000</b>	<b>14 692 000</b>	<b>14 098 625,07</b>	<b>12 755 144,36</b>	<b>13 374 250,03</b>	<b>11 741 351,89</b>

## **4. ESTABLISHMENT PLAN**

**ESTABLISHMENT PLAN**  
**SUPPLEMENTARY RECTIFYING BUDGET 2014**

Category and grade	Posts 2013		Posts 2014	
	Officials	Temporary Agents	Officials	Temporary Agents
AD 16	-	-	-	-
AD 15	-	-	-	-
AD 14	1	1	1	1
AD 13	1	-	1	-
AD 12	-	1	-	2
AD 11	1	1	-	-
AD 10	-	-	-	-
AD 9	2 (*)	-	2	3
AD 8	-	1	-	2
AD 7	-	2	-	-
AD 6	-	1	-	-
AD 5	-	-	-	1
TOTAL	5 (*)	7	4	9
AST 11	-	-	-	-
AST 10	-	1	-	1
AST 9	5 (*)	5	4	6
AST 8	-	1	2	-
AST 7	2	1	-	-
AST 6	-	4	1	4
AST 5	1	6	-	6
AST 4	-	4	-	4
AST 3	-	2	-	6
AST 2	-	4	-	-
AST 1	-	-	-	-
TOTAL	8	28	7	27
<b>TOTAL GENERAL</b>	<b>13 (*)</b>	<b>35</b>	<b>11</b>	<b>36</b>

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(\*) subject to certification