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**REPORT ON BUDGETARY AND FINANCIAL MANAGEMENT**

**SECTION I: EUROPEAN PARLIAMENT**

**FINANCIAL YEAR 2016**

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## **INTRODUCTION**

1. This report analyses the European Parliament's budgetary and financial management during the financial year 2016. It outlines the use made of financial resources and the events which had a significant influence on activities during the year (Parts I and II) and gives an overview of the results achieved as against the objectives set for 2016 (Part III).
2. The report has been drawn up in accordance with Article 142 of Regulation (EU, Euratom) No 966/2012 of the European Parliament and of the Council of 25 October 2012 on the financial rules applicable to the general budget of the Union and repealing Council Regulation (EC, Euratom) No 1605/2002<sup>1</sup>, hereinafter referred to as 'the Financial Regulation', and with Article 227 of Commission Delegated Regulation (EU) No 1268/2012 of 29 October 2012 on the rules of application for the Financial Regulation<sup>2</sup>. The analysis is based on the provisional accounts established by the Accounting Officer.

## **I. FINANCIAL MANAGEMENT: GENERAL REMARKS**

3. Parliament's final appropriations for 2016 totalled EUR 1 838 613 983, or 19.39 % of heading V of the Multiannual Financial Framework<sup>3</sup>. Table 1 below provides an overview of the implementation of Parliament's budget in the financial year 2016.

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<sup>1</sup> OJ L 298, 26.10.2012, p. 1.

<sup>2</sup> OJ L 362, 31.12.2012, p. 1.

<sup>3</sup> Council Regulation (EU, Euratom) No 1311/2013 of 2 December 2013 laying down the multiannual financial framework for the years 2014-2020 (OJ L 347, 20.12.2013, p. 884).

**Table 1. Use of appropriations**

Appropriation type	2016 appropriations (EUR or %)	2015 appropriations (EUR or %)	Change 2016/2015
<b>Appropriations</b>			
Initial appropriations	1 838 388 600	1 794 929 112	2,4%
Final appropriations	1 838 613 983	1 794 929 112	2,4%
<b>Implementation for the year</b>			
Commitments	1 823 844 172	1 778 822 039	2,5%
As a % of final appropriations	99,2%	99,1%	-
Payments	1 538 531 527	1 489 498 132	3,3%
As a % of commitments	84,4%	83,7%	-
<b>Carryovers to following year</b>			
Automatic carryovers to following year <sup>4</sup>	285 312 645	289 323 907	-1,4%
As a % of final appropriations	15,5%	16,1%	-
As a % of commitments	15,6%	16,3%	-
<b>Cancellations</b>			
Appropriations cancelled	14 769 811	16 107 073	-8,3%
As a % of final appropriations	0,8%	0,9%	-
<b>Carryovers from previous year</b>			
Automatic carryovers from previous year	289 323 907	277 911 825	4,1%
Payments against those carryovers	267 999 422	252 596 214	6,1%
As a % of carryovers	92,6%	90,9%	-
Amount cancelled	21 324 484	25 315 611	-15,8%
Non-automatic carryovers from previous year <sup>5</sup>	0	0	-
Payments against those carryovers	0	0	-
As a % of carryovers	-	-	-
<b>Appropriations from assigned revenue for the year</b>			
Appropriations from assigned revenue for the year	30 589 787	27 988 590	9,3%
Commitments	12 032 487	15 089 101	-20,3%
As a % of appropriations from assigned revenue	39,3%	53,9%	-
Payments	7 602 676	12 541 209	-39,4%
As a % of commitments against assigned revenue	63,2%	83,1%	-
Carryover of appropriations available to the following year	18 557 300	12 899 489	43,9%
Carryover of commitments from assigned revenue carried over to the following year	4 429 811	2 547 892	73,9%

<sup>4</sup> Articles 13(1) and 13(4) of the Financial Regulation.

<sup>5</sup> Articles 13(1), 13(2)(a) and 13(5) of the Financial Regulation.

<b>Appropriations from internal assigned revenue<sup>6</sup> carried over from the previous year</b>			
Appropriations from assigned revenue carried over from the previous year	10 340 256	7 548 902	37,0%
Commitments	10 262 584	7 278 034	41,0%
As a % of appropriations from assigned revenue carried over	99,2%	96,4%	-
Payments	8 103 899	6 277 308	29,1%
As a % of commitments	79,0%	86,3%	-
Cancellations	77 672	270 869	-71,3%
Carryover of commitments from assigned revenue carried over to the following year	2 158 685	1 000 725	115,7%
<b>Appropriations from external assigned revenue<sup>7</sup> and internal assigned revenue from lettings<sup>8</sup> carried over from the previous year</b>			
Appropriations from assigned revenue carried over from the previous year	89 092 723	89 075 525	0,0%
Commitments	86 379 995	88 439 036	-2,3%
As a % of appropriations from assigned revenue carried over	97,0%	99,3%	-
Payments	74 715 743	2 542 036	-81,7%
As a % of commitments	86,5%	2,9%	-
Carryover of appropriations available to the following year	2 712 728	636 490	326,2%
Carryover of commitments from assigned revenue carried over to the following year	11 664 253	85 897 000	0,0%
<b>Commitments from assigned revenue carried over from the previous year</b>			
Commitments from assigned revenue carried over from the previous year	3 622 290	9 452 722	-61,7%
Payments	3 245 897	7 352 200	-55,9%
As a % of commitments	89,6%	77,8%	-
Carryover of commitments from assigned revenue carried over to the following year (revenue from lettings)	73 673	73 673	0,0%
Cancellation of commitments	302 720	2 026 849	-85,1%

## A. Initial budget and amending budgets

- The initial appropriations in Parliament's budget for 2016 amounted to EUR 1 838 388 600. Following an amending budget<sup>9</sup> of EUR 225 383, total appropriations in the final budget for 2016 were EUR 1 838 613 983. This represented a 2.4 % increase over the 2015 final budget (EUR 1 794 929 112).

<sup>6</sup> With the exception of internal assigned revenue defined in point (g) of Article 21(3) - revenue from lettings. Under Article 14(b) of the Financial Regulation, that revenue is carried over automatically instead of being carried over for one year only.

<sup>7</sup> Article 14(a) of the Financial Regulation.

<sup>8</sup> Articles 14(b) and 21(3)(g) of the Financial Regulation.

<sup>9</sup> The amending budget concerned the creation of 35 posts in the establishment plan, related to security.

## **B. Commitments and payments**

5. Commitments totalled EUR 1 823 844 172, accounting for 99,2 % of final appropriations (2015: 99,1 %). Payments totalled EUR 1 538 531 527, or 84,4 % of commitments entered into (2015: 83,7 %).

## **C. Carryovers from 2016 to 2017**

6. Automatic carryovers to financial year 2017 totalled EUR 285 312 645, accounting for 15,6 % of the total appropriations committed (2015: 16,3 %). There were no non-automatic carryovers to financial year 2017 under Article 13 of the Financial Regulation.

## **D. Use of carryovers from 2015 to 2016**

7. Automatic carryovers to 2016 totalled EUR 289 323 907 (2015: EUR 277 911 825). Payments against those carryovers stood at EUR 267 999 422, or 92,6 % (2015: 90,9 %). Appropriations cancelled thus totalled EUR 21 324 484, 15,8 % less than in 2015 (EUR 25 315 611). The bulk of the cancellations was made against: Article 200 'Buildings', Article 100 'Salaries and allowances', Article 202 'Expenditure on buildings', Article 324 'Production and dissemination', Article 402 'Funding of European political parties' and Article 403 'Funding of European political foundations'. Cancellations against those six articles accounted for 82 % of the total amount cancelled.
8. The amounts cancelled and the main reasons for cancellations are set out in Table 2.

**Table 2. Main reasons for cancellations of automatic carryovers from 2015 to 2016**

Article	Cancellation	Main reasons for cancellations
Article 200 'Buildings'	4 600 151	Item 2005 'Construction of buildings': EUR 2.38 m were cancelled mainly because of delays in the works in different buildings and lower than expected invoicing. Concerning the Havel building, additional security-related works resulted in delays, which implied that some of the carried-over appropriations could not have been used.  Item 2007 'Fitting-out of premises': EUR 1.71 m was cancelled because of savings achieved by optimisation of works, lower or later than expected final invoices, non-finished works and works not carried out.
Article 100 'Salaries and allowances'	4 105 585	Item 1004 'Ordinary travel expenses': cancellation of EUR 3.51 m. In general, a large proportion of applications for reimbursement is submitted by Members during the financial year following that in which journeys were actually made, since MEPs may submit applications until 31 October of the following financial year. Each year, appropriations are carried over so as to cover that expenditure on the basis of statistical estimates. Actual expenditure was ultimately less than had been estimated.  Item 1005 'Other travel expenses': cancellation of EUR 0.60 m. Item 1005 relates to additional travel and travel in the country of election. MEPs may make applications until 31 October of the financial year following that in which journeys were actually made. A significant amount was earmarked for this in the budget. Expenditure proved to be lower than projected.
Article 202 'Expenditure on buildings'	3 166 128	Item 2022 'Building maintenance, upkeep, operation and cleaning': cancellation of EUR 2.56 m. Cancellations stems mainly from savings as a result of optimisation, lower than forecast volumes of work and services, and application of penalties.  Item 2024 'Energy consumption': cancellation of EUR 0.37 m. The reason for this cancellation was that a sufficient margin to cover situations with high energy consumption had to be allowed for. It was difficult to calculate the precise carryover amount, given that annual billing was still incomplete when the appropriations were carried over.
Article 324 'Production and dissemination'	2 728 260	Item 3247 'House of European History': cancellation of EUR 1.16 m. Delays in the work and the subsequent postponing of the opening of the House of European History are the reason why the appropriations were not used.  Item 3244 'Organisation and reception of groups of visitors, Euroscola programme and invitations to opinion multipliers from third countries': the cancellation of EUR 0.61 m was mainly due to cancellations of visitors groups due to the terrorist attacks in Brussels and Paris.
Article 402 'Funding of European political parties'	1 850 686	Final grants to European political parties are decided by the Bureau after the end of the financial year on the basis of the parties' final reports. The cancellations were due to the fact that several parties indicated that they had spent less than the maximum permitted by way of eligible expenditure.
Article 403 'Funding of European political foundations'	1 050 927	Final grants to European political foundations are decided by the Bureau after the end of the financial year on the basis of the foundations' final reports. The cancellations were due to the fact that several foundations indicated that they had spent less than the maximum permitted by way of eligible expenditure.

## E. Revenue

- Total revenue entered in the accounts as at 31 December 2016 was EUR 183 381 513 (2015: EUR 176 367 724), including EUR 30 589 787 in assigned revenue (2015: 27 988 590).



10. Table 3 provides a breakdown, by chapter, of movement in revenue between 2015 and 2016.

**Table 3. Movement in revenue between 2015 and 2016**

Chapter	Heading	2016	2015	Difference	Change 2016/2015
40	Miscellaneous taxes and revenue	82 251 089	79 427 275	2 823 814	4%
41	Contributions to the pension scheme	68 455 454	67 797 490	657 964	1%
<b>Title: 4 - Miscellaneous taxes and revenue</b>		<b>150 706 543</b>	<b>147 224 765</b>	<b>3 481 778</b>	<b>2%</b>
50	Proceeds from the sale of movable property (supply of goods) and immovable property	189 447 <sup>10</sup>	81 397	108 050	133%
51	Proceeds from letting	2 989 324 <sup>10</sup>	2 824 279	165 045	6%
52	Revenue from investments or loans granted, bank and other interest	23 473	216 417	- 192 944	-89%
55	Revenue from the proceeds of services supplied and work carried out	5 542 356 <sup>10</sup>	6 286 413	- 744 057	-12%
57	Other contributions and refunds in connection with the administrative operation of the institution	7 173 581 <sup>10</sup>	6 768 495	405 086	6%
58	Miscellaneous payments	217 498 <sup>10</sup>	179 793	37 705	21%
<b>Title: 5 - Revenue accruing from the administrative operation of the institution</b>		<b>16 135 679</b>	<b>16 356 793</b>	<b>- 221 114</b>	<b>-1%</b>
<b>Title: 6 - Contributions and refunds in connection with Union agreements and programmes</b>		<b>14 477 581<sup>10</sup></b>	<b>11 848 214</b>	<b>2 629 367</b>	<b>22%</b>
<b>Title: 9 - Miscellaneous revenue</b>		<b>2 061 711</b>	<b>937 952</b>	<b>1 123 759</b>	<b>120%</b>
<b>Total</b>		<b>183 381 513</b>	<b>176 367 724</b>	<b>7 013 789</b>	<b>4%</b>

## F. Appropriations from assigned revenue

- Assigned revenue made available in 2016 totalled EUR 30 589 787 (2015: EUR 27 988 590). Commitments totalled EUR 12 032 487, i.e. a 39 % commitment rate (2015: 54 %). Payments totalled EUR 7 602 676, accounting for 63 % of the commitments entered into (2015: 83 %).
- Appropriations from assigned revenue carried over to 2016 include the Belgian Government's payment of EUR 85 897 000, made on 27 January 2010, by way of defrayal of the cost of the land forming the site for the D4 and D5 buildings and of the development costs for the roof over Brussels-Luxembourg Station. That payment constitutes external assigned revenue within the meaning of Article 21(2) of the Financial Regulation. The bulk of commitments from that revenue relate to the purchase of the Martens Building in accordance with the Bureau decision of 30 November 2011. Concerning this building project, payments totalling EUR 74 250 579 were carried out in 2016.

<sup>10</sup> Assigned revenue.

## G. Cancellations of appropriations for the year

13. The sum of EUR 14 769 811 (2015: EUR 16 107 073), representing 0.8 % of final appropriations (2015: 0.9 %), was cancelled. The main reasons for the cancellations are set out in the table below:

**Table 4. Main reasons for cancellations in 2016 of appropriations for the year**

Article	Heading	Amount cancelled (EUR)	As % of total cancelled	% cancellation / heading	Main reason for cancellation
120	Remuneration and other entitlements	2 868 116	19 %	0,5 %	This is a technical cancellation against the two items 1200 and 1202 as it represents a very small part (0.5%) of the total appropriations.
202	Expenditure on buildings	1 551 383	11 %	1,8 %	By and large, this is a technical cancellation against a number of items.
324	Production and dissemination	1 358 410	9 %	1,5 %	By and large, this is a technical cancellation against a number of items.
320	Acquisition of expertise	986 617	7 %	13,2 %	The cancellation mainly stems from margins resulting from the budgeting of expertise for several committees.
210	Computing and telecommunications	910 247	6 %	0,8 %	By and large, this is a technical cancellation against a number of items.

## H. Transfers

**Table 5. Transfers by legal basis**

Number of transfers	Amount transferred (EUR)	As a % of final appropriations
<i>C transfers (Articles 27 and 46 of the Fin. Reg.)</i>		
7 C transfers	66 655 000	3,6%
including 'mopping-up' transfer	53 500 000	2,9%
<i>P transfers (Article 25(1) of the Fin. Reg.)</i>		
16 P transfers of appropriations for the year	18 233 548	1,0%
<b>23 C + P transfers of appropriations for the year</b>	<b>84 888 548</b>	<b>4,6%</b>

14. During the financial year, seven C transfers (including what is termed the 'mopping-up' transfer) were approved in accordance with Articles 27 and 46 of the Financial Regulation. They totalled EUR 66 655 000, which is 3.6 % of final appropriations (in 2015: six transfers accounting for 4.6 % of final appropriations). The President authorised 16 P transfers of appropriations for the year under Article 25(1) of the Financial Regulation<sup>11</sup>, covering a total of EUR 18 233 548, or 1.0 % of final appropriations (in 2015: seven transfers accounting for 0.4 % of final appropriations).

**Table 6. Analysis of C transfers by expenditure category and purpose**

Expenditure category receiving transfer	Purpose	Transfer <sup>12</sup>	Amount transferred (EUR)	As a % of amounts transferred
Buildings policy	KAD building project	C8	53 500 000	80,3%
<b>Buildings policy - Total</b>			<b>53 500 000</b>	<b>80,3%</b>
Members	Transport of Members	C1	205 000	0,3%
	Transitional allowances	C5	230 000	0,3%
	Indexation of salaries and invalidity pensions	C7 <sup>13</sup>	1 450 000	2,2%
<b>Members - Total</b>			<b>1 885 000</b>	<b>2,8%</b>
Administration	Supply of refreshments at meetings	C3	750 000	1,1%
	Security-related projects (fitting-out of premises)	C4	5 500 000	8,3%
	Expenditure on interpretation	C6/C7 <sup>14</sup>	3 520 000	5,3%
	Indexation of remuneration and allowances (staff)	C7	1 500 000	2,3%
<b>Administration - Total</b>			<b>11 270 000</b>	<b>16,9%</b>
<b>Total</b>			<b>66 655 000</b>	<b>100,0%</b>

<sup>11</sup> Decision by the institution to transfer appropriations within a given article.

<sup>12</sup> Draft transfer C2 was cancelled and was not submitted to the Committee on Budgets.

<sup>13</sup> Transfer C7 had different purposes; its total amount (EUR 3 170 000) is split by expenditure category in this table.

<sup>14</sup> Composed of transfer C6 (EUR 3 300 000) and share of transfer C7 (EUR 220 000).

## II. FINANCIAL MANAGEMENT BY CHAPTER

15. This section looks at the use of appropriations by budget chapter, their share of the overall budget and changes in the use of appropriations over the previous financial year. Four chapters accounted for 70 % of total commitments. Those chapters were Chapter 10 ‘Members of the institution’, Chapter 12 ‘Officials and temporary staff’, Chapter 20 ‘Buildings and associated costs’ and Chapter 42 ‘Expenditure relating to parliamentary assistance’.

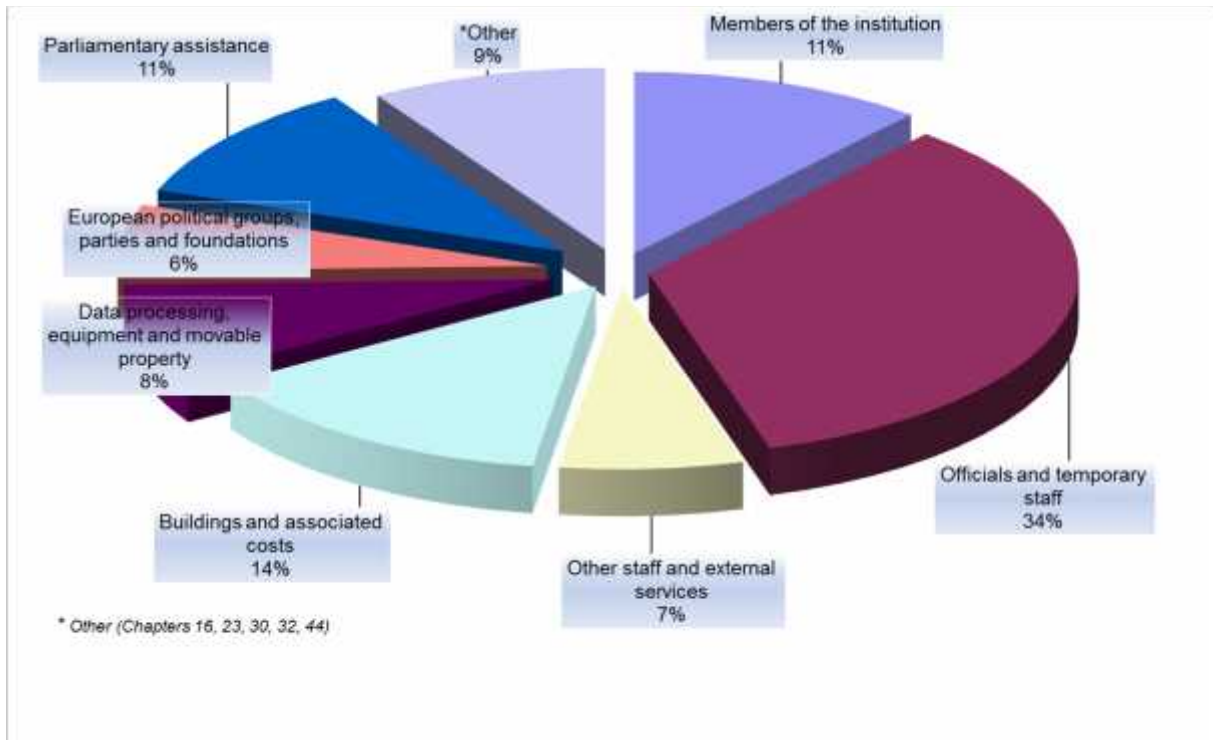
16. Table 7 provides a breakdown by chapter of the appropriations committed in 2016 as against those committed in 2015. Figures 1 and 2 depict, respectively, the relative shares and the changes between 2015 and 2016.

**Table 7. Appropriations committed in 2016 as against those committed in 2015**

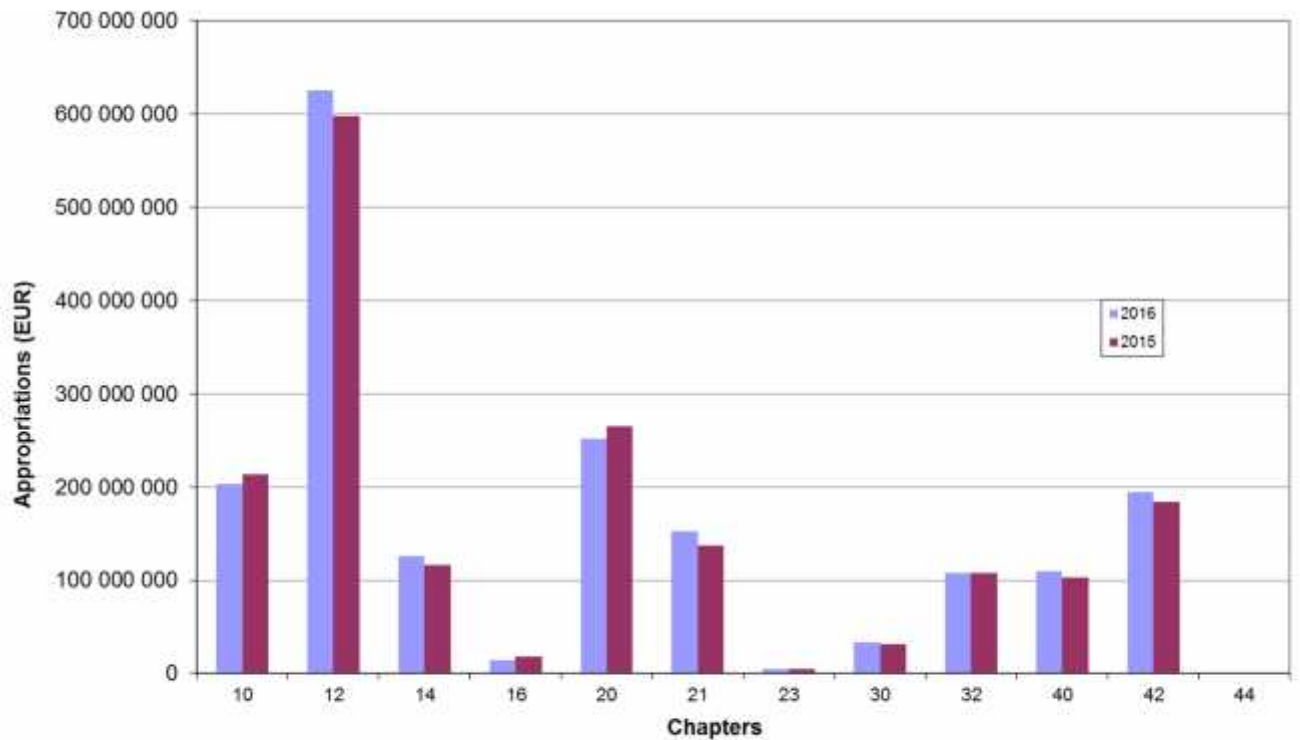
Chapter	Heading	2016	2015	Difference	Change 2016/2015
10	Members of the Institution	203 367 219	213 915 852	- 10 548 633	-5%
12	Officials and other staff	625 820 200	597 484 150	28 336 050	5%
14	Other staff and external services	125 551 151	116 618 310	8 932 841	8%
16	Other expenditure relating to persons working with the Institution	14 441 490	17 535 481	- 3 093 991	-18%
<b>Title: 1 - Persons working with the Institution</b>		<b>969 180 059</b>	<b>945 553 793</b>	<b>23 626 266</b>	<b>2%</b>
20	Buildings and associated costs	251 599 697	265 369 143	- 13 769 447	-5%
21	Data processing, equipment and movable property	152 828 726	136 912 387	15 916 339	12%
23	Current administrative expenditure	4 430 838	4 458 475	- 27 637	-1%
<b>Title: 2 - Buildings, furniture, equipment and miscellaneous operating expenditure</b>		<b>408 859 260</b>	<b>406 740 005</b>	<b>2 119 255</b>	<b>1%</b>
30	Meetings and conferences	33 038 898	31 170 192	1 868 705	6%
32	Expertise and information: acquisition, archiving, production and dissemination	107 988 646	107 799 775	188 871	0%
<b>Title: 3 - Expenditure resulting from general functions carried out by the institution</b>		<b>141 027 543</b>	<b>138 969 967</b>	<b>2 057 577</b>	<b>1%</b>
40	Expenditure relating to certain institutions and bodies <sup>15</sup>	109 952 171	102 924 578	7 027 593	7%
42	Expenditure relating to parliamentary assistance	194 405 139	184 233 696	10 171 443	6%
44	Meetings and other activities of current and former Members	420 000	400 000	20 000	5%
<b>Title: 4 - Expenditure resulting from special functions carried out by the institution</b>		<b>304 777 310</b>	<b>287 558 274</b>	<b>17 219 036</b>	<b>6%</b>
<b>Title: 10 - Other expenditure</b>		<b>0</b>	<b>0</b>	<b>0</b>	
<b>Total</b>		<b>1 823 844 172</b>	<b>1 778 822 039</b>	<b>45 022 133</b>	<b>3%</b>

<sup>15</sup> Concerns expenditure related to political groups and non-attached Members as well as grants awarded to European Political Parties and to European Political Foundations.

**Figure 1. Breakdown of 2016 commitments by chapter**



**Figure 2. Appropriations committed in 2016 as against those committed in 2015, by chapter**



## A. Chapter 10 ‘Members of the institution’

**Table 8. Appropriations committed in 2016 as against those committed in 2015: Chapter 10**

Item	Heading	Share in 2016	2016	2015	Difference	Change 2016/2015
1 0 0 0	Salaries	36%	73 871 419	71 860 134	2 011 285	3%
1 0 0 4	Ordinary travel expenses	33%	66 290 000	71 418 750	- 5 128 750	-7%
1 0 0 5	Other travel expenses	3%	6 150 000	5 550 000	600 000	11%
1 0 0 6	General expenditure allowance	19%	38 937 488	38 754 451	183 037	0%
1 0 2 0	Transitional allowances	1%	1 725 886	9 544 350	- 7 818 464	-82%
1 0 3 0	Retirement pensions (PEAM)	5%	10 521 344	10 675 654	- 154 309	-1%
Other	Other	3%	5 871 082	6 112 514	- 241 432	-4%
<b>Chapter: 10 - Members of the Institution</b>		<b>100%</b>	<b>203 367 219</b>	<b>213 915 852</b>	<b>- 10 548 633</b>	<b>-5%</b>

17. A Member's gross salary is 38.5 % of the basic salary of a judge at the European Court of Justice<sup>16</sup>. The main reason for the increase in commitments against Item 1000 between 2015 and 2016 is the pay adjustment of 3.3 %, backdated to 1 July 2016. Members' gross monthly salary rose to EUR 8 484 (EUR 8 213 between 1 July 2015 and 30 June 2016). A total of EUR 1 199 190 was paid retroactively for the period from July to December 2016.
18. The decrease of commitments against Item 1004 ‘Ordinary travel expenses’ over 2015 and the increase of commitments against Item 1005 ‘Other travel expenses’ can both be explained by the change in Parliament's activity calendar. The increase of external parliamentary activities weeks led to a decrease in the level of expenditure concerning ordinary travels whereas travels in the Member State of election tended to increase.
19. In 2016, Members made a total of 29 641 journeys<sup>17</sup>. Most journeys were made to Brussels (18 615) and to Strasbourg (8 687). There were 1 348 and 991 journeys, respectively, to attend meetings elsewhere in the European Union and outside the European Union.
20. Item 1006 is intended to cover the cost of Members' parliamentary activities. This allowance amounted to EUR 4 320 a month for each Member in 2016 (unchanged over 2015) and was paid monthly at Members' request.
21. The reduction against Item 1020 ‘Transitional allowances’ between 2015 and 2016 reflects the phasing-out effect of Members who left office after the elections in 2014 and applied for a transitional allowance<sup>18</sup>. In December 2016, only 2 former Members were paid a transitional allowance, compared to 12 in July 2016, 25 at the

<sup>16</sup> Article 10 of the Statute for Members of the European Parliament.

<sup>17</sup> Based on Members' reimbursement claims as at 13 February 2017. A journey is connected to a Member's participation at a single meeting place (ordinary travel).

<sup>18</sup> This allowance is paid in accordance with Article 9 of the Statute for Members of the European Parliament, whose terms can be summarised as follows: Members of the European Parliament who have served for a minimum period of one year are entitled at the end of their term to receive a transitional allowance corresponding to the parliamentary salary. It is paid from the first day of the month following the cessation of their duties. This entitlement continues - for not less than six months and for not more than 24 months - for one month per year of term of office in the European Parliament.

end of December 2015 and still 51 in July 2015. Furthermore, a modification of the rules on offsetting<sup>19</sup> led to the reopening of 21 files in 2016 and resulted in payments of transitional allowance of EUR 752 696.

22. Item 1030 ‘Retirement pensions (PEAM)’ is intended to cover the payment of an old-age pension after cessation of the term of office of Members qualifying under the old rules superseded by the Statute for Member of the European Parliament, which came into force in 2009<sup>20</sup>. Old-age pension rights acquired prior to the date of entry into force of the Statute are maintained. The pension provisions currently apply only to Members elected in France and Italy, all other Members being entitled to join pension schemes organised by national authorities. Members of the European Parliament elected in Italy who did not come under a national pension scheme and Members of the European Parliament elected in France who were members of a pension scheme different from that for Members of the National Assembly had the option of paying contributions into Parliament's budget that were calculated on the same basis as those for national-parliament members in Italy and France in order to acquire the same pension rights as national-parliament members. At year-end 2016, there were 390 beneficiaries, which compares to 458 at year-end 2015. The reduction of the number of beneficiaries explains the decrease of the commitments against the Item from 2015 to 2016.

## B. Chapter 12 ‘Officials and temporary staff’

**Table 9. Appropriations committed in 2016 as against those committed in 2015: Chapter 12**

Item	Heading	Share in 2016	2016	2015	Difference	Change 2016/2015
1 2 0 0	Remuneration and allowances	99%	621 577 767	594 444 744	27 133 023	5%
1 2 0 4	Entitlements in connection with entering the service, transfer and leaving the service	1%	3 425 000	2 560 000	865 000	34%
Other	Other	0%	817 433	479 406	338 027	71%
<b>Chapter: 12 - Officials and temporary staff</b>		<b>100%</b>	<b>625 820 200</b>	<b>597 484 150</b>	<b>28 336 050</b>	<b>5%</b>

23. Expenditure on officials and temporary staff amounted to EUR 625 820 200 in 2016, making it the largest spending category (accounting for 34% of total commitments for 2016). The growth against the chapter stems largely from the increase against Item 1200 ‘Remuneration and allowances’, which accounts for 99% of the appropriations under Chapter 12.

24. Commitments against Item 1200 ‘Remuneration and allowances’ totalled EUR 621 577 767; they were 5 % up on 2015. That movement reflects an increase in the proportion of posts filled and includes career progression as well as index-linking of

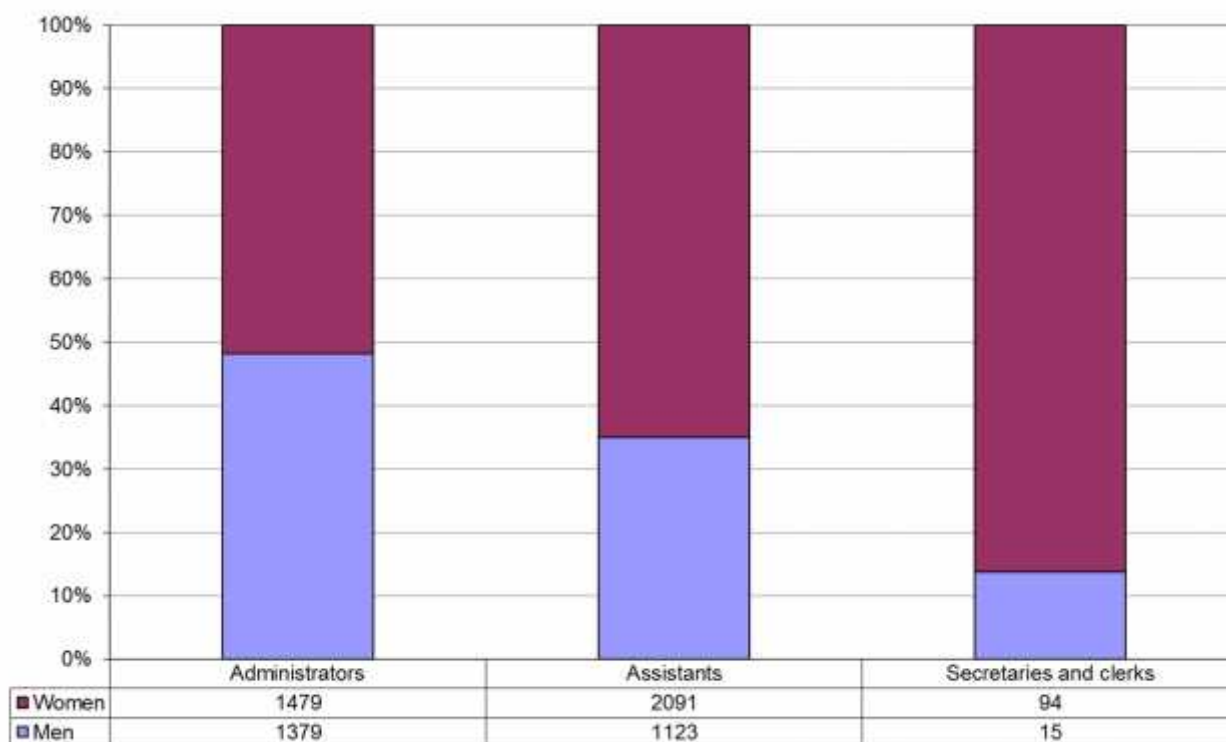
<sup>19</sup> Modification of Article 46 of the Implementing Measures for the Statute for Members of the European Parliament (OJ C 397, 28.11.2015, p.2); this modification concerned the offsetting of amounts received by a former Member for the exercise of a mandate in another parliament or a public office against the transitional allowance.

<sup>20</sup> On the basis of the transitional provisions under Article 75 of the Implementing Measures for the Statute for Members of the European Parliament, and pursuant to Annex III to the Rules on Payment of Expenses and Allowances to Members of the European Parliament (‘PEAM rules’). The Statute for Members of the European Parliament entered into force on 14 July 2009.

pay. Indeed, in December 2016, pay for officials and other staff of the European Union was increased by 3.3 %, backdated to 1 July 2016.

25. Commitments against Item 1204 ‘Entitlements in connection with entering the service, transfer and leaving the service’ amounted to EUR 3 425 000; on account of a higher level of officials and other servants entering and leaving the service, the commitments were 34 % up on 2015.
26. In 2016, 181 officials and temporary staff were recruited to the Secretariat, and 76 temporary staff were recruited to the political groups. A total of 6 181 officials and temporary staff were employed within Parliament as at 31 December 2016, thereof 5 375 in the Secretariat and 806 in the political groups.
27. As regards the gender breakdown, women accounted for 59 % of Parliament’s total staff, 33 % of heads of unit, 30 % of directors and 26 % of directors-general as at 31 December 2016. The figure below gives a gender breakdown of staff by function group.

**Figure 3. Parliament staff by gender**



Source: DG PERSONNEL

### C. Chapter 14 ‘Other staff and outside services’

**Table 10. Appropriations committed in 2016 as against those committed in 2015:  
Chapter 14**

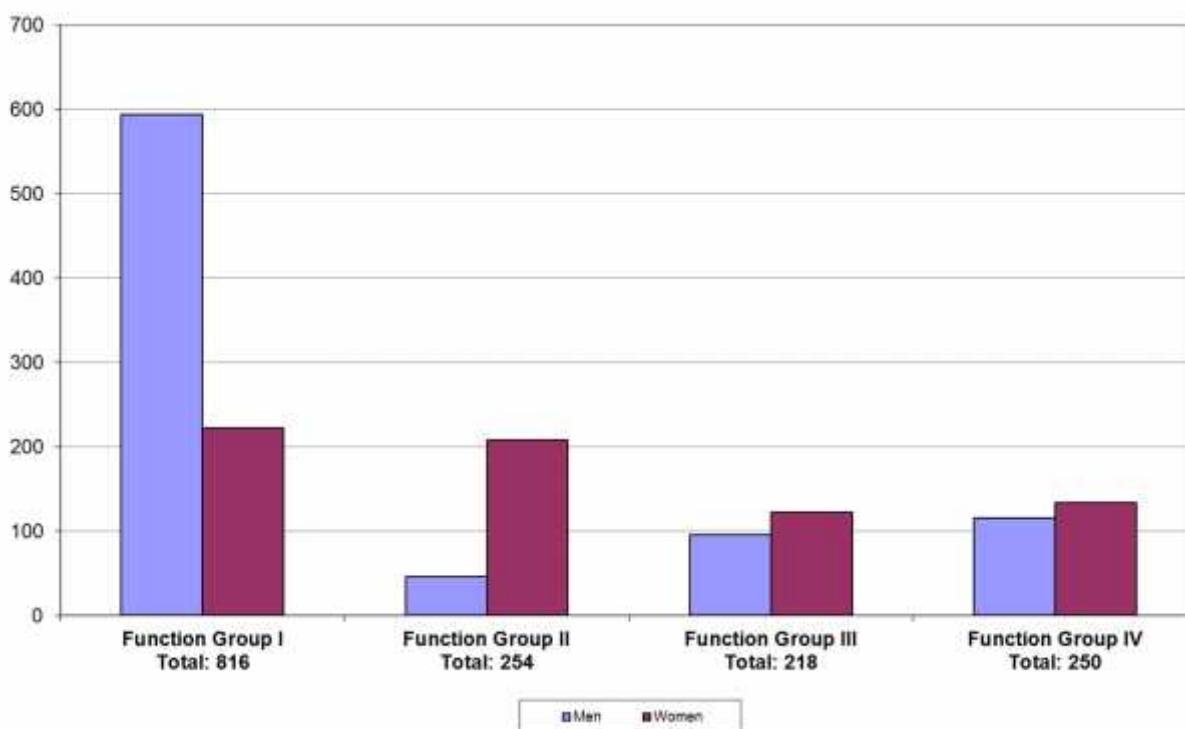


Items	Heading	Share in 2016	2016	2015	Difference 2016/2015	Change 2016/2015
1 4 0 0	Other staff	50%	63 001 439	55 539 723	7 461 717	13%
1 4 0 2	Expenditure on interpretation	39%	48 598 750	46 423 856	2 174 894	5%
1 4 0 4	Graduate traineeships, grants and exchanges of officials	6%	7 033 670	6 379 886	653 783	10%
1 4 2 0	External translation services	6%	6 917 292	8 274 845	- 1 357 553	-16%
<b>Chapter : 14 - Other staff and outside services</b>		<b>100%</b>	<b>125 551 151</b>	<b>116 618 310</b>	<b>8 932 841</b>	<b>8%</b>

28. The main reason for the increase in the committed appropriations within this chapter is the fact that commitments for other staff increased by EUR 7.5 m, mostly owing to security staff being brought in house. Another important impact was the increased need for external interpretation in 2016 (EUR 2.2 m up over 2015). Commitments for external translation were lower by 16 %.

29. The increase against Item 1400 ‘Other staff’ is mainly due to the recruitment of contract staff in order to bring security in house and to index-linking of pay. As at 31 December 2016, Parliament employed 1 538 contract staff (31 December 2015: 1 428, i.e. +8 %). A breakdown of contract staff by function group<sup>21</sup> and gender is given in Figure 4. That item mainly covers the remuneration and allowances of other staff, chiefly contract staff, employer's contributions to the various social security schemes and the impact of salary weightings applicable to the remuneration of these staff, as well as the employment of temporary agency staff.

**Figure 4. Contract staff by function group and gender in 2016**



<sup>21</sup> Function group I covers manual and administrative support service tasks; function group II covers clerical and secretarial tasks, office management and other equivalent tasks; function group III covers executive tasks, drafting, accountancy and other equivalent technical tasks; and function group IV covers administrative, advisory, linguistic and equivalent technical tasks.

30. The change against Item 1402 ‘Expenditure on interpretation’ stemmed from changes in the characteristics of the demand, such as the modifications introduced to the structure of Parliament's activity calendar and the creation of two new Inquiry committees. Moreover, the average daily rate for the auxiliary conference interpreters rose due to a salary increase and an adaptation of the daily allowances and accommodation ceilings for missions. Commitments against this item covered the fees, social security contributions, travel expenses and subsistence allowances of auxiliary conference interpreters used by Parliament to service the meetings which it organised.
31. Conference interpreting Agents provided 52 121 days of interpreting in 2016 (1.3 % up compared to 2015) for Parliament and other institutions<sup>22</sup> (where Parliament was required to provide this service).
32. The change against Item 1404 ‘Graduate traineeships, grants and exchanges of officials’ stemmed mainly from the increase in the number of seconded national experts. Commitments covered remuneration, allowances, travel expenses and sickness and accident insurance costs for the categories of staff concerned.
33. The change against Item 1420 ‘External translation services’ is partly due to the reduction in outsourcing in 2016 and partly to the fact that the average price per page of outsourced translation under the new contracts in force in 2016 was lower than under the contracts previously signed.

#### D. Chapter 16 ‘Other expenditure relating to persons working with the Institution’

**Table 11. Appropriations committed in 2016 as against those committed in 2015:  
Chapter 16**

Item	Heading	Share in 2016	2016	2015	Difference	Change 2016/2015
1 6 1 2	Further training	38%	5 535 265	4 950 971	584 294	12%
1 6 5 2	Current operating expenditure for restaurants and canteens	4%	615 000	3 500 000	- 2 885 000	-82%
1 6 5 4	Early Childhood Centre and approved day nurseries	38%	5 517 444	6 167 701	- 650 257	-11%
Other	Other	19%	2 773 780	2 916 808	- 143 028	-5%
<b>Chapter: 16 - Other expenditure relating to persons working with the institution</b>		<b>100%</b>	<b>14 441 490</b>	<b>17 535 481</b>	<b>- 3 093 991</b>	<b>-18%</b>

34. Commitments against Item 1612 ‘Further training’ covered expenditure on training to improve staff skills and the performance and efficiency of the institution. In 2016 attendances at language courses totalled 5 618 (2015: 5 606), 2 120 at IT training courses (2015: 2 284), and 874 at financial training courses (2015: 1 233). Attendances at in-house general training courses totalled 11 873 (2015: 11 970), and 353 at outside courses (2015: 341)<sup>23</sup>.

<sup>22</sup> Court of Auditors, Ombudsman, Translation Centre, Commission meetings in Luxembourg and, in part, Committee of the Regions.

<sup>23</sup> The figures refer to attendances and not to persons. One person can attend several courses in the same field.

35. The decrease of the commitments against Item 1652 ‘Current operating expenditure for restaurants and canteens’ over 2015 can be explained by the implementation of the strategic guidelines for the modernisation of Parliament’s catering policy 2014-2019 as adopted by the Bureau on 10 June 2013. Based on these guidelines, the contractors providing catering services at Parliament's premises were no longer subsidised in Brussels (since July 2015) and Strasbourg (since November 2016).
36. Appropriations against Item 1654 are intended to cover Parliament’s contribution to all the expenditure of the early childhood centre and outside crèches with which an agreement has been concluded<sup>24</sup>. The main reason for the decrease was that overall needs were lower, as a number of places in the private crèches in Brussels remained untaken and fewer external interventions were required.

## E. Chapter 20 ‘Buildings and associated costs’

**Table 12. Appropriations committed in 2016 as against those committed in 2015:  
Chapter 20**

Item	Heading	Share in 2016	2016	2015	Difference	Change 2016/2015
2 0 0 1	Lease payments	21%	53 500 000	77 585 000	- 24 085 000	-31%
2 0 0 5	Construction of buildings	7%	17 788 807	19 569 858	- 1 781 051	-9%
2 0 0 7	Fitting-out of premises	24%	60 652 106	44 515 782	16 136 324	36%
2 0 2 2	Building maintenance, upkeep, operation and cleaning	20%	51 216 628	55 608 835	- 4 392 207	-8%
2 0 2 6	Security and surveillance of buildings	6%	16 231 922	18 844 027	- 2 612 105	-14%
Other	Other	21%	52 210 233	49 245 641	2 964 592	6%
<b>Chapter: 20 - Buildings and associated costs</b>		<b>100%</b>	<b>251 599 697</b>	<b>265 369 143</b>	<b>- 13 769 447</b>	<b>-5%</b>

37. There were no appropriations initially inscribed in the budget 2016 for Item 2001 ‘Lease payments’: appropriations for this item were increased by EUR 53 500 000 by the end of the financial year, as a result of the mopping-up transfer. The full amount was committed for the project to extend the Adenauer Building in Luxembourg (KAD project).
38. Commitments against Item 2005 ‘Construction of buildings’ covered costs and work related to the KAD project<sup>25</sup> and totalled EUR 11 113 598 (2015: EUR 8 969 858). They also covered costs and work related to the renovation of the Havel Building in Strasbourg, amounting to EUR 2 149 941 (2015: EUR 5 050 000), as well as projects in Brussels (amounting to EUR 4 525 268), mainly concerning the start of the fitting-out of the Martens Building.
39. Item 2007 ‘Fitting-out of premises’ serves to carry out specific and individual fitting-out projects which do not involve recurrent work. The increase in commitments against this Item in 2016 is mainly due to exceptional investments in buildings security aspects, as a consequence of the changed security situation. The investments aimed, amongst others, at reinforcing the entrances of the buildings, reinforcing the glazing into bullet proof glazing and upgrading the security perimeter outside the buildings in Brussels and Strasbourg. Other projects in

<sup>24</sup> NB: Assigned revenue for this item - from parental contributions - totalled EUR 4 281 499 in 2016.

<sup>25</sup> Excluding work financed under the long lease, which is covered by Item 2001 appropriations.

Brussels concerned e.g. the modernisation of the lifts in the Spinelli Building, premises for the reading of confidential or secret documents and the new Visitor Welcome Centre in the Atrium Building. Other main projects in Strasbourg were: works to make the IT and telecomm rooms secure, miscellaneous defects repair and flocking repair work in the Weiss Building, the conversion of three meeting rooms in the Pflimlin Building into open-plan offices and the installation of a small Parliamentarium.

40. Item 2022 ‘Building maintenance, upkeep, operation and cleaning’ covers the upkeep of premises (e.g. cleaning and planted areas) and the maintenance of equipment and systems in buildings (structural and other maintenance, building service systems, lifts, etc.). The reduction against the item over 2015 mainly stems from a rationalisation of the cleaning services, a lower than expected index increase and a cost reduction in a maintenance contract following amendments negotiated in 2015.
41. Commitments against Item 2026 ‘Security and surveillance of buildings’ essentially cover caretaking and surveillance costs in respect of buildings occupied by Parliament at its three places of work and the information offices. The reduction of commitments in 2016 results from the completion of the internalisation of security in Strasbourg, from the new provisions concerning the opening and closing hours of buildings and from the abandonment of one building in Luxembourg.

## F. Chapter 21 ‘Data processing, equipment and movable property’

**Table 13. Appropriations committed in 2016 as against those committed in 2015:  
Chapter 21**

Item	Heading	Share in 2016	2016	2015	Difference	Change 2016/2015
2 1 0 0	Computing and telecommunications - business-as-usual operations - operations	17%	25 283 870	24 431 284	852 586	3%
2 1 0 1	Computing and telecommunications - business-as-usual operations - infrastructure	12%	17 647 113	15 985 141	1 661 972	10%
2 1 0 2	Computing and telecommunications - business-as-usual operations – general support for users	8%	12 148 515	13 107 525	- 959 010	-7%
2 1 0 3	Computing and telecommunications — business-as-usual operations — management of ICT applications	12%	18 162 835	18 109 265	53 570	0%
2 1 0 4	Computing and telecommunications: investments – investment in infrastructure	13%	20 450 328	23 291 216	- 2 840 888	-12%
2 1 0 5	Computing and telecommunications - investment in projects	15%	23 410 581	13 180 010	10 230 571	78%
Other	Other	23%	35 725 484	28 807 945	6 917 539	24%
<b>Chapter: 21 - Data processing, equipment and movable property</b>		<b>100%</b>	<b>152 828 726</b>	<b>136 912 387</b>	<b>15 916 339</b>	<b>12%</b>

42. Expenditure against Item 2100 'Computing and telecommunications - business-as-usual operations - operations' relates to the smooth running of Parliament's computer and telecommunications systems, in particular the computer and telecommunications centre systems, departmental computing, and network management. The 3 % increase of commitments against the item between 2015 and 2016 relates to increasing capacities of the data centre year-on-year, resulting from the growth in the number of hosted applications. Additionally, framework contracts for maintenance are indexed annually, resulting in further increases in expenditure during 2016.
43. Expenditure against Item 2101 'Computing and telecommunications - business-as-usual operations - infrastructure' relates to routine management and maintenance of Parliament's computer and telecommunications systems, including network, wiring, and telecommunications infrastructure, and infrastructure for individual equipment and voting systems. The 10 % increase in commitments between 2015 and 2016 is mainly explained by the fact that budgetary commitments for one significant contract had been charged against the budget 2015 for six months only.
44. Expenditure against Item 2102 'Computing and telecommunications - business-as-usual operations - general support for users' relates to routine assistance and general user support regarding Parliament's computer and telecommunications systems, in particular support services for Members and for administrative and legislative applications. The 7 % decrease in commitments between 2015 and 2016 on this item can mainly be explained by internal transfers of appropriations to other ICT<sup>26</sup> budget items, following an internal reorganisation and transfer of activities and responsibilities which could not be foreseen when the budget 2016 was prepared.
45. Commitments against Item 2103 'Computing and telecommunications - business-as-usual operations - Management of ICT applications' relate to routine management of Parliament's ICT applications, in particular applications for Members, communication applications, and administrative and legislative applications. Commitments against this Item remained stable between 2015 and 2016.
46. Commitments against Item 2104 'Computing and telecommunications - investment in infrastructure' cover investment in Parliament's computer and telecommunications system infrastructure, including the systems at the computer and telecommunications centre, networks, cabling, and videoconferencing systems. The main reason for the 12 % decrease against this item is that fewer appropriations were made available for the acquisition of individual ICT equipment.
47. Commitments against Item 2105 'Computing and telecommunications - investment in projects' cover investment relating to ongoing and new ICT projects. The investment includes applications for Members, legislative, administrative and financial applications and ICT governance applications. The 78 % increase in expenditure against this Item from 2015 to 2016 relates mainly to additional appropriations provided by internal transfers, following an internal reorganisation and transfer of activities in 2016 with the intention to manage certain IT projects in a more decentralised way, the development of new projects e.g. in the field of digitalisation of processes, and the decision that certain developments within the e-Parliament program needed to be handled earlier than previously foreseen.

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<sup>26</sup> Information and Communication Technologies.

## G. Chapter 23 ‘Current administrative expenditure’

**Table 14. Appropriations committed in 2016 as against those committed in 2015:  
Chapter 23**

Article	Heading	Share in 2016	2016	2015	Difference	Change 2016/2015
230	Stationery, office supplies and miscellaneous consumables	31%	1 379 855	1 406 202	- 26 347	-2%
237	Removals	26%	1 167 644	1 064 562	103 082	10%
238	Other administrative expenditure	23%	1 039 959	854 288	185 671	22%
Other	Other	19%	843 380	1 133 423	- 290 043	-26%
<b>Chapter: 23 - Current administrative expenditure</b>		<b>100%</b>	<b>4 430 838</b>	<b>4 458 475</b>	<b>- 27 637</b>	<b>-1%</b>

48. All items in this chapter provided funding for the mopping-up transfer C8. Continuous efforts were made to control current administrative expenditure. The change against Article 237 ‘Removals’ can be explained by a shortage of handlers in the furniture stocks which led to an increased demand for external handlers. The increase against Article 238 ‘Other administrative expenditure’ stemmed mainly from higher needs for uniforms linked to the internalisation processes of transport of Members (drivers) and security.

## H. Chapter 30 ‘Meetings and conferences’

**Table 15. Appropriations committed in 2016 as against those committed in 2015:  
Chapter 30**

Article	Heading	Share in 2016	2016	2015	Difference	Change 2016/2015
300	Expenses for staff missions and duty travel between the three places of work	79%	26 050 083	25 160 802	889 282	4%
304	Miscellaneous expenditure on meetings	18%	6 080 262	5 218 479	861 783	17%
302	Reception and representation expenses	2%	790 911	790 911	0	0%
<b>Chapter: 30 - Meetings and conferences</b>		<b>100%</b>	<b>33 038 898</b>	<b>31 170 192</b>	<b>1 868 705</b>	<b>6%</b>

49. In 2016, there were 34 457 missions<sup>27</sup> (2015: 34 459), representing a total of 99 660 mission days (2015: 98 674). Most of the missions involved travel between Parliament’s three places of work (Brussels — 4 546 missions; Strasbourg — 21 393; and Luxembourg — 2 187). Apart from an increase in mission days, the increase against Article 300 ‘Expenses for staff missions and duty travel between the three places of work’ can be explained by an adaptation of daily subsistence allowances and accommodation ceilings (from 10 September 2016), the first in nine years<sup>28</sup>.

<sup>27</sup> All 2016 data are based on the settlement of missions as at 14 February 2017.

<sup>28</sup> The previous adaptation decided by the Council dated of 2007.

50. The main reason for the increase against Article 304 ‘Miscellaneous expenditure on meetings’ is a higher than expected demand for the supply of refreshments, particularly mineral water, served at official and administrative meetings.

## I. Chapter 32 ‘Expertise and information: acquisition, archiving, production and dissemination’

**Table 16. Appropriations committed in 2016 as against those committed in 2015:  
Chapter 32**

Item	Heading	Share in 2016	2016	2015	Difference	Change 2016/2015
3 2 4 4	Organisation and reception of groups of visitors, Euroscola programme and invitations to opinion multipliers from third countries	27%	29 494 023	31 157 602	- 1 663 579	-5%
3 2 4 2	Expenditure on publication, information and participation in public events	15%	16 286 377	16 140 245	146 132	1%
3 2 4 8	Expenditure on audiovisual information	14%	15 019 157	13 018 782	2 000 375	15%
3 2 1 0	Acquisition of expertise for the European Parliamentary Research Service, the Library and the Archives	7%	7 273 589	6 995 311	278 278	4%
3 2 0 0	Acquisition of expertise	6%	6 461 534	6 768 248	- 306 713	-5%
Other	Other	31%	33 453 965	33 719 587	- 265 621	-1%
<b>Chapter: 32 - Expertise and information: acquisition, archiving, production and dissemination</b>		<b>100%</b>	<b>107 988 646</b>	<b>107 799 775</b>	<b>188 871</b>	<b>0%</b>

51. Item 3244 covers the subsidies granted for group visits and associated supervision and infrastructure costs, the running costs of the Euroscola programme, and the financing of traineeships for opinion multipliers from third countries. Commitments against this item decreased compared to 2015 due to the decrease in the number of visitors in 2016 following the terrorist attacks in Brussels.

52. Item 3242 ‘Expenditure on publication, information and participation in public events’ covers, in particular, expenditure on information publications, information activities, public relations, participation in public events, trade fairs and exhibitions in the Member States and candidate countries, and updating of the Legislative Observatory (OEIL). There is a limited increase in 2016 due to the launching in the second semester of the European Ambassadors School Program in all Member States. This program includes various activities and aims to create a network of schools, teachers and students that engage with the European Parliament, its Members and the Information Offices in order to raise awareness on European parliamentary democracy and European citizenship values (see paragraph 117 below).

53. Item 3248 ‘Expenditure on audiovisual information’ covers expenditure for the operating budget of the audiovisual sector, live internet broadcasting of plenary sittings and parliamentary committee meetings, and the establishment of appropriate archives ensuring uninterrupted public access to the information concerned. The substantial increase against this Item from 2015 to 2016 was a result of several

unforeseen exceptional events which had to be covered and the growing interest of MEPs and new TV channels for DG COMM's audiovisual installations.

54. In 2016, the production of audiovisual material generated 1 831 items on Europe by Satellite (e.g. plenary sittings, committee meetings and political events), the photo service covered 4 009 events (including 2 094 requests from Members), 1 841 radio, 3 861 Voxbox cameras stand ups, 1 038 multimedia and 2 106 television items were produced. The Teletrax system (218 channels; 80% of the European public) monitored 208 outlets that made use of Parliament-produced images. The images were used 66 251 times over a total duration of 610 hours.
55. The 4 % increase against Item 3210 'Acquisition of expertise for the European Parliamentary Research Service, the Library and the Archives' over 2015 can be explained by an increase in the demand (and offer) for research products, including their editorial work, as well as an increase in the number of events organised. Additionally, the costs of online sources of information were higher, since the offer is tailor-made to meet Members' information needs.
56. Concerning Item 3200 'Acquisition of expertise', the reduction from 2015 to 2016 mostly stems from expertise related to delayed IT projects being put on hold.

## J. Chapter 40 'Expenditure relating to certain institutions and bodies'

**Table 17. Appropriations committed in 2016 as against those committed in 2015:  
Chapter 40**

Article	Heading	Share in 2016	2016	2015	Difference	Change 2016/2015
4 0 0	Current administrative expenditure and expenditure relating to the political and information activities of the political groups and non-attached Members	55%	61 000 000	58 950 000	2 050 000	3%
4 0 2	Funding of European political parties	28%	30 575 015	27 913 879	2 661 136	10%
4 0 3	Funding of European political foundations	17%	18 377 156	16 060 699	2 316 457	14%
<b>Chapter: 40 - Expenditure relating to certain institutions and bodies</b>		<b>100%</b>	<b>109 952 171</b>	<b>102 924 578</b>	<b>7 027 593</b>	<b>7%</b>

57. Article 400 covers the secretarial, administrative and operational expenditure of the political groups and non-attached Members and expenditure on their political and information activities. The 3 % increase of the commitments against this Article over 2015 is mainly due to the fact that 2016 was the first full year of the existence of the ENF Group (which had been set up on 15 June 2015).
58. Articles 402 and 403 relate to grants awarded to support the annual work programme of political parties at European level or of political foundations at European level. Political parties at European level contribute to forming a European awareness and to expressing the political will of citizens of the Union<sup>29</sup>. A political foundation at European level is 'an entity or network of entities which (...) is affiliated with a

<sup>29</sup> Article 10(4) of the Treaty on European Union.



*political party at European level, and through its activities, within the aims and fundamental values pursued by the European Union, underpins and complements the objectives of the political party at European level*<sup>30</sup>.

59. For European political parties and foundations, the maximum possible rate of Parliament co-financing is 85% of the eligible expenditure<sup>31</sup>. The increase against both Articles from 2015 to 2016 results from Bureau decisions on the award of grants.

## K. Chapter 42 ‘Expenditure relating to parliamentary assistance’

**Table 18. Appropriations committed in 2016 as against those committed in 2015:  
Chapter 42**

Article	Heading	Share in 2016	2016	2015	Difference	Change 2016/2015
4 2 2	Expenditure relating to parliamentary assistance	100%	194 405 139	184 233 696	10 171 443	6%
<b>Chapter: 42 - Expenditure relating to parliamentary assistance</b>		<b>100%</b>	<b>194 405 139</b>	<b>184 233 696</b>	<b>10 171 443</b>	<b>6%</b>

60. Members may use their parliamentary assistance allowance to engage accredited parliamentary assistants (working in Brussels or Strasbourg under a specific statute) or local assistants<sup>32</sup> (working in their constituencies under contracts governed by national law). In respect of local assistants, the allowance covers invoices, salaries and travel expenses. In respect of accredited assistants, it covers salaries, allowances, mission expenses and the cost of outside training courses.

61. The increase in commitments from 2015 to 2016 is due to the fact that, following decision of the budgetary authority, the envelope for parliamentary assistance has been increased, as of 1 January 2016, by EUR 1 500 per month and per Member.

62. On 31 December 2016 there were 1 924 accredited parliamentary assistants working at Parliament, 2 247 local assistants had an employment contract with a Member (including 68 employed by groupings of Members), 685 service providers (other than paying agents) and 731 paying agents (including 34 via groupings). On average, each Member employed 2.6 accredited assistants and 3.0 local assistants<sup>33</sup>. In 2016, the number of local assistants employed per Member varied between 0 and 20. Whereas 122 Members did not have any local assistants at all at the end of 2016, there were 19 Members who recruited more than 10 employees in their Member

<sup>30</sup> Article 2(4) of Regulation (EC) No 2004/2003 of the European Parliament and of the Council of 4 November 2003 on the regulations governing political parties at European level and the rules regarding their funding (OJ L 297, 15.11.2003, p.1).

<sup>31</sup> Article 10(2) of Regulation (EC) No 2004/2003 of the European Parliament and of the Council of 4 November 2003 on the regulations governing political parties at European level and the rules regarding their funding (OJ L 297, 15.11.2003, p.1).

<sup>32</sup> Service providers, trainees, paying agents and employees engaged by Members under contracts governed by national law.

<sup>33</sup> Average calculated on the basis of 751 Members (including, accordingly, Members having contracts only with accredited assistants or only with local assistants).

State of election. At year-end 2016, 423 Members had no ongoing contract with a service provider.

63. Parliamentary assistance payments in 2016 relating to local assistants living outside the euro zone were made on the basis of a rate of exchange between the euro and other currencies which was set for the entire year (December 2015 rate) in accordance with the rules in force.

64. At its meeting of 26 October 2015, the Bureau adopted several changes to the Implementing Measures for the Statute for Members. These changes required an adaptation to new practices both for the administration and Members. The new provisions have been implemented throughout 2016.

#### **L. Chapter 44 ‘Meetings and other activities of current and former Members’**

65. This chapter accounted for 0.02 % of 2016 commitments, totalling EUR 420 000 (EUR 400 000 in 2015).

#### **M. Title 10 ‘Other expenditure’**

66. The chapters in this title contain only provisional appropriations, which may be committed only once they have been transferred to an operational line. Transfers of provisional appropriations are dealt with in section 1 of this report. Initial appropriations against this title stood at EUR 6 000 000 (2015: EUR 11 700 000) – equivalent to 0.3 % of the total budget for 2016.

### III. 2016 OBJECTIVES AND RESULTS

67. In 2016, legislative activity substantially increased as Parliament was approaching mid-term of its 2014 - 2019 legislative term. Parliament's Directorates General for Parliamentary Research Service, Internal Policies and External Policies provided the Members of the European Parliament and parliamentary committees with assistance and knowledge in their parliamentary work. The rationalisation and modernisation of key areas of Parliament's Administration continued.
68. A politically striking event in 2016 was the referendum held on 23 June 2016 in the United Kingdom ("Brexit vote"). The President of the European Parliament underlined that as long as the United Kingdom was a full member of the European Union, British Members and staff of the European Parliament enjoyed exactly the same rights and obligations as all other Members and staff of the house. The referendum had a considerable impact on the political Directorates General, which were called upon to follow this process and to prepare analytical material based on fact-finding work to consider the impact of the United Kingdom's withdrawal on the policy areas and legislation in their respective fields.
69. Also the year 2016 was marked by a deteriorating security context and terrorist attacks. On 22 March 2016, coordinated attacks occurred at Brussels airport and the Maelbeek Metro Station, close to Parliament's buildings in Brussels. The state of alert at Parliament was raised to orange during the period 22 - 29 March 2016 and remained at yellow for the remainder of the year at the three places of work and the Information Offices. This terrorist attack prompted immediate action to enhance security, chiefly in Brussels, but also induced a review of Parliament's activities in the light of this constraint.
70. The objectives pursued and outcomes achieved in 2016, which are set out below, stem from the priorities and decisions adopted by the Bureau in 2016, the guidelines adopted by Parliament in its budget resolutions, and the goals and achievements of the Parliamentary Project Portfolio<sup>34</sup>.

#### A. Enhancing the security of Parliament

##### A.1. *Renforcement de la coopération avec les autorités nationales et les autres institutions*

71. Le climat sécuritaire mouvementé a encouragé une coopération renforcée en matière de sécurité avec les autorités nationales des pays hôtes, en particulier avec les autorités belges.
72. Un Groupe de travail de haut niveau sur les questions de sécurité a été créé, composé d'un nombre très restreint de participants. Deux questions essentielles ont été débattues: la nécessité d'une définition claire et agréé du quartier européen et la mise en place d'une instance unique au sein des autorités belges pour l'examen, le suivi et la mise en œuvre de toute question liée à la sécurité de ce quartier. D'autres questions de portée plus générale ont également été abordées telles que la couverture CCTV, les mesures de sécurité spécifiques aux événements se déroulant sur la voie publique, la formalisation d'un accord concernant une présence policière et militaire même dans une situation d'alerte minimale et le screening de sécurité des prestataires

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<sup>34</sup> Set of strategic projects adopted by Parliament's administration and to be implemented over a period of 3 years.

externes de service employés par les Institutions européennes. Des accords ont été trouvés avec les autorités nationales sur ces différents sujets.

## **A.2. *iPACS Project***

73. Le projet iPACS (integrated Physical Access Control System - système intégré de contrôle d'accès physique) a été adopté par le Bureau le 9 mars 2015 en vue d'acquiescer de nouvelles techniques de sécurité et, par-là, de renforcer la sécurité de l'Institution en la dotant d'outils technologiques modernes, intégrés, non invasifs et capables d'assimiler les évolutions technologiques futures.
74. Conformément à la décision du Bureau, un planning a été établi qui prévoit une mise en œuvre progressive sur les trois lieux d'affectation et une durée globale estimée à cinq ans.
75. La mise en œuvre de ce projet avait déjà été entamée au cours de l'exercice 2015 avec la finalisation des procédures d'appel d'offres pour l'acquisition des outils informatiques et de l'expertise.
76. Au cours de l'exercice 2016, des procédures d'appel d'offres relatives au matériel technique ont été finalisées.
77. En outre, le Bureau a demandé de renforcer et de réorganiser les entrées de tous les immeubles du Parlement sur les trois lieux de travail sur base d'un nouveau concept de sécurité. Dans ce contexte, il faut noter que toutes les entrées des divers bâtiments du Parlement à Bruxelles rénovés au cours des exercices 2015 et 2016 ont été, à cette occasion, équipées de nouveaux équipements de contrôle d'accès et ont été intégrées dans le nouveau système central iPACS.
78. La mise en production de nouveaux badges dotés d'une nouvelle technologie sécurisée sera réalisée de manière progressive au cours de l'exercice 2017, soit avec un léger retard par rapport au calendrier initial de mise en œuvre. Ce retard se justifie par le choix de doter ces badges d'une puce électronique issue de la toute dernière génération et des disponibilités de cette technologie de pointe sur le marché.

## **A.3. *Mesures destinées à renforcer la sécurité des bâtiments du Parlement***

79. Depuis 2014, le Bureau a pris une série de décisions destinées à adapter le niveau de sécurité et de protection des bâtiments du Parlement aux nouvelles typologies de risques, ces bâtiments ayant été acquis et conçus avant la généralisation du terrorisme. En avril 2016, le Bureau a approuvé une mise à jour globale de tous les travaux de sécurisation et investissements de sécurité approuvés précédemment pour Bruxelles et Strasbourg ainsi que leur planification pour les exercices 2016 et 2017.
80. Parallèlement, le Bureau a également adopté une série de mesures visant à renforcer la sécurité et le niveau de protection des bâtiments centraux du Parlement à Bruxelles et à Strasbourg contre les risques d'intrusion ou d'attentat, par la création d'un périmètre externe autour de ceux-ci.
81. Le Bureau avait ainsi demandé de renforcer et de réorganiser les entrées de tous les immeubles du Parlement sur les trois lieux de travail sur base d'un nouveau concept de sécurité capable de garantir à la fois un environnement de travail sûr et serein pour les activités parlementaires et le maintien de l'ouverture aux citoyens qui caractérise l'Institution.

#### **A.4. *Internalisation of drivers***

82. At its meeting of 11 April 2016, the Bureau adopted the proposal for the internalisation of Members' transport service. The main objective of the internalisation is the improvement of the security of Members as Parliament will be able to conduct security screenings of drivers before employment and to provide continuous training and monitoring of its staff. The recruitment of new drivers under the statute of contract agent started as from the beginning of 2017.

### **B. *Enhancing the work of Parliament and its Members in order to complete the legislative cycle***

#### **B.1. *Searching for and managing knowledge***

83. 2016 was the first year in which the "Members' Research Service" was fully operational in terms of its staff complement, level of policy specialization and range of products for and services to Members. In addition to answering numerous enquiries from Members or their offices, the Service has also generated an increasing number of publications for Members and the institution as a whole, all designed to being clear, content-rich, accessible and easy to read.

84. There are several types of publications, which differ in length and detail. "At a glance notes" provide a one-to two page summary of a topic whereas "Briefings" offer a more detailed overview of a policy, issue or piece of legislation and have a length of up to twelve pages. A much more comprehensive and detailed analysis of the same is provided by "In-depth Analyses and Studies". Overall, in 2016 the MRS generated 746 print publications, out of which 330 were "At a glance notes", 384 "Briefings and 32 "In-depth Analyses and Studies."

85. The MRS has also worked closely with the two EU advisory committees - the European Economic and Social Committee and the Committee of the Regions - as foreseen in the cooperation agreements signed with them in 2014, and delivered services to those bodies by responding to specific requests for research and support in other forms. Around 150 such pieces of work were provided in 2015 and 2016, as foreseen in those agreements.

86. Parliament's Library, in addition to the classic library function, also provides digital and online access for Members and staff to a very wide range of knowledge sources, including many subscription-based journals, databases, and news and other information sources.

87. Furthermore, the new unit dealing with comparative law that was created at the end of 2015, has successfully begun the process of building up a reference collection, both physically and electronically, in this field, and of establishing links with comparable libraries worldwide. It hosted a major conference on the role of constitutional courts in multi-level governance in November 2016. In parallel, the unit published seven studies on the constitutional courts of different EU and non-EU states and on the Court of Justice of the European Union.

## ***B.2. Supporting political priorities***

88. In 2016, legislative activity substantially increased as Parliament was approaching the mid-term of its 2014 - 2019 legislative period. This led to a considerably higher output in the areas of Impact Assessment and European Added Value compared to previous years.
89. Seven “Cost of Non-Europe Reports<sup>35</sup>” were published in 2016, including on completing the single market, the sharing economy, the resilience of Banking Union, integrated research area, organised crime and corruption, and cost of border controls in the Schengen area (‘Cost of Non-Schengen’). Five “European Added Value Assessments” were completed in 2016 on issues, including an EU mechanism for the rule and law and fundamental rights, cross-border recognition of adoptions, and the coordination of corporate tax policies in the EU. In addition, two European Added Value in Action briefings, which highlight the added value of existing EU policies, were published on Common Security and Defence Policy and EU development policy.
90. With the Commission’s legislative output reaching its cruising speed, 2016 was marked by a very important increase in the number of legislative proposals submitted to Parliament and consequently in the number of Commission impact assessments requiring appraisal: 36 initial appraisals - almost three times as many as in 2015 - were produced by Parliament’s administration.
91. Furthermore, new rules on implementation reports adopted by the Conference of Presidents in April 2016 have contributed to a significant increase in the number of “European Implementation Assessments”: 13 such assessments were produced in 2016.
92. A broad range of forward-looking studies, workshops and other activities, at the request of the” Science and Technology Options Assessment (STOA) Panel” of 25 Members of the European Parliament, nominated by nine parliamentary committees, were organised during the year. In 2016, 10 publications were produced in this field, which were published on the Parliament’s Website.
93. Finally, a new unit with the responsibility to follow Global Trends was established in April 2015, which seeks to identify, track and analyse medium- and long- term global trends - especially changes in the international economic, social and political environments - which may affect the European Union in the years to come. It keeps Members informed about such trends and their potential policy implications, by publishing briefings and organising seminars. These publications include a new Global Trendometer, to be produced at least twice a year, which analyses changes of potential importance to the Union. During 2016, the unit’s first briefing was published, ‘Migration and the EU: a long-term perspective’, followed by the first edition of the new Global Trendometer.

## ***B.3. Internal policies***

94. 2016 saw a high level of legislative and non-legislative activity. Beyond the traditional core activities during the legislative phase, committees and committee secretariats continued to invest a considerable amount of work towards inter-institutional agenda-setting, as well as in the consultation phase, and in the scrutiny

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<sup>35</sup> These reports analyse the potential benefit of future action by the Union in policy areas where greater efficiency or a collective public good could be realised through common action at European level.

phase. In this context 391 parliamentary committee meetings and 135 trilogue meetings were organised in 2016.

95. In particular, thorough expertise and support were provided for the preparation of Parliament's position on the first ever proposal to revise a multi-annual financial framework (MFF), via the lead of the committee on budgets and the involvement of a large number of stakeholders. This allowed for an in-depth analysis of the functioning of the current MFF and the adoption of a wide-ranging report, with guidelines that enabled extensive discussions and which provided valuable input to the Commission's proposal.
96. In 2016, substantial expertise was also provided into the process of revising the Rules of Procedure via the lead AFCO-committee working-group and through an administrative project team set up to support its work.
97. On 13 April 2016, a new inter-institutional agreement on better law-making was signed. Parliament's administration has contributed extensively and successfully to the preparations for the negotiations and, after its signature, has also been actively working on the implementation and follow-up of this agreement.
98. A very substantial share of expertise needed for the work of the committees is produced in-house and this share has been increasing in the past years. In 2016, some 382 (2015: 352 and 2014: 218) internal studies and briefing papers were produced (including about 100 updates of existing ones).

#### ***B.4. External policies***

99. In 2016, the five committee and sub-committee in the field of external policies have developed an enhanced scrutiny and monitoring of the EU foreign policy through, inter alia, the scrutiny of the implementation of financing instruments and broader budgetary oversight, regular exchanges of views with the Vice-President/High Representative for foreign Policy of the European Commission, the Commissioners responsible for external relations, the EEAS<sup>36</sup> and Commission high officials on key geographical and sectorial issues. In the legislative field, the committees have played an essential role in the work of the European Parliament's negotiating team in numerous trilogue meetings including on sensitive files (ex. conflict minerals regulation, updated Anti-torture Regulation);
100. Parliament has also participated in interinstitutional negotiations on arrangements for cooperation and information-sharing related to international agreements. The operational arrangements for access to TTIP-related documents were moreover further implemented, allowing to handle a substantial amount of documents and providing unprecedented access to documents relating to ongoing trade negotiations.
101. Parliament's administration has also implemented the administrative agreement reached with the EEAS on the sharing of political reporting, inter alia through the setting up of a secure reading room and its daily management and through the use of the secure e-mail transmission.
102. In relation to Inter-parliamentary Delegations, particular attention was given to continue the consistently implementation of the scrutiny working methods and modalities introduced in 2015 and revised at the beginning of 2016.

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<sup>36</sup> European External Action Service

103. This aimed to ensure the effective assessment and monitoring of international agreements, the level of implementation of EU financial instruments, the impact of programmes and projects financed by the EU, the follow-up given to recommendations issued by election observation missions, the human rights situation and the monitoring legislation in force or in the making. A total of 66 detailed mission reports also known as "reporting sheets" were produced during the period of reference, most of them focusing on Monitoring of international agreements (23) and financial instruments (16), human rights (14), follow-up to recommendations of Electoral Observation missions (7) and the impact of legislation in force or in the making (6). Ad hoc guidelines were also prepared with a view to streamlining the preparation and transmission of reporting sheets and to improve other aspects of the work of delegations (including the collection of data for statistical purposes).
104. The policy department in the field of external policies continued its embedded approach in its communication activity by publicising its work on the EP Think Tank internet site, the policy departments' common intranet site and by contributing to monthly overviews of policy departments' activities. In addition, in June 2016 it launched its own monthly newsletter.
105. In the view of developing more links with the academic and think tank communities and relevant international organisations, the policy department unit organised 13 policy hubs, two diplomacy forums and two roundtables. It intensified cooperation and exchange of information with the Political Affairs and Public Diplomacy Departments of NATO and informal meetings at advisers' level have become regular (biannual).
106. Most of the activities related to democracy support were organized in the six priority countries adopted by the Democracy Support and Election Coordination Group (DEG) - (Ukraine, Moldova, Tunisia, Morocco, Tanzania and Myanmar) and in the priority region (Western Balkans and Turkey). Nine election observation delegations (Uganda, Peru, Mongolia, Zambia, Gabon, Jordan, Georgia, Moldova and Ghana) have been organised in 2016.
107. In particular in March 2016, the European Parliament organised the Ukraine Week, a three-day event for the launch of capacity building activities with the Verkhovna Rada (VRU). 80 Members and senior staff participated to the programme. As a result of the Ukraine week, the European Parliament signed a Memorandum of Understanding with the Verkhovna Rada to build a close partnership in developing capacity building activities with a country which is at the top political priority for the European Parliament.
108. The 2016 support programme for the Western Balkan and Turkish parliaments provided capacity building sessions on a wide range of policy topics, such as immigration and asylum policy or non-discrimination of persons with disabilities. It strengthened parliamentary dialogue and increased regional ownership. Members and staff of enlargement parliaments were exposed to the EU policies and decision making processes, through debates with participating Members, which helped them to understand and comply with the EU values and accession criteria.



#### ***B.4. Improving plenary sitting services and provision of ICT to Members in their constituency offices***

109. The project e-Parliament aims at providing Members with an authoring tool to draft reports and integrate them in the legislative text production chain. It also deals with the redesign of Plenary applications. During 2016, the roll-out of the verbatim minutes has been completed and the governance board for e-Parliament has adopted the working programme until 2019 (end of legislative term).
110. Another project (ICT4MEPs) improves the ICT services offered to MEPs and their staff while they are in their constituencies by providing wider access to EP resources and applications. Phase 1 of the Project was implemented in October 2016, providing access management for up to 1 000 Local Assistants. In addition, an international green phone number was also activated in all 28 Member States, to offer a wider range of support to cover all EU time zones, in English, French and German. It is aimed to deliver a whole range of additional services which will be available from outside the European Parliament, during 2017. New features to systems accessible from outside the EP have been added in 2016, like the change password.

### **C. Communication and visitor reception**

#### ***C.1 Media and Stakeholder dialogue***

111. A note from the Secretary General to the Bureau dated 30 November 2016 took stock of the main projects and activities in the area of communication and visitor reception that took place since the end of 2014. These projects and activities have been undertaken in addition to the day-to-day business of communication. They encompass a strong focus on strengthening the visitor strategy of the Parliament, the media relations, the provision of expertise to Members and an ever growing strategy for developing ties with important information multipliers in the Member States.
112. Concerning the effort of adapting the communication workflow to the evolving media landscape, the Parliament followed closely the revamp of media activities and the overall approach to move from a platform-oriented coverage to a thematic and audience-oriented one.
113. Parliament's website offers a multitude of information to citizens, Members, staff, media, stakeholders and visitors and state-of-the-art online tools allow for enhanced online communication. In this context, the reorganisation of the EP News website has started in 2016.
114. Moreover, the reform of EuroparlTV has been the subject of several notes to the Bureau Working Party on Information and Communication and is now reaching its final steps. Following diverse studies and evaluation, Parliament's video production service started to produce in a more targeted way, with a pre-production analysis of distribution channels and audiences to boost the success of, and engagement with videos.
115. A note on trusted relationships with journalists through numerous daily activities and products by the EP press officers was discussed, recalling that the main goal of the EP press activities is to increase the EP's visibility.

116. Cooperation between the Committee Secretariats and EP Information Offices have been intensified with a view of organising a more systematic dialogue with stakeholders on the legislative issues under discussion in the European Parliament in the framework of the stakeholder dialogue project. This project aims at activating the stakeholders in Member States and get them involved in the legislative process of the European Parliament through active dialogue with rapporteurs.

## ***C.2 EP Ambassador School programme***

117. Another milestone was the innovative approach to reach out to schools across EU Member States by means of the Ambassador School Programme. The project aims to create a continuously increasing network of schools which would be engaging with the European Parliament, its Members and the EP Information Offices. Interested schools have to apply to become part of the network and then perform teaching activities that raise awareness on European parliamentary democracy and European citizenship values. The Working Party endorsed a pilot phase launched in six Member States for the school year 2015/2016 and provided a positive assessment of the outcome. Subsequently, the Bureau approved the launch of the EP Ambassador School Programme in all Member States on 3 October 2016.

## ***C.3 Visitors projects***

118. The European Parliament has been striving to improve the experience of its visitors both on the EP premises in Brussels and Strasbourg as well as on the EP's Information Offices in the Member States. Over the past years, the need arose to introduce effective, informative and coherent reception arrangements and other facilities to all visitors in its different poles of attraction. In 2016 the Parliament pursued to improved offers to visitors in Brussels, Strasbourg and in the Information Offices, in application of the visitors' strategy adopted by the Bureau on 27 April 2015.

119. Specific visitors' projects include the House of European History, whose construction works were completed in 2016 and the opening is planned for May 2017. Conceptually and academically, it will offer an intellectually rigorous, yet fresh and multi-perspective view of the history of the European continent, seen from a European as opposed to a national standpoint. Museologically, the House has taken on the unprecedented task of building a major new collection from scratch.

120. Since the end of 2016, a new welcome point for groups of visitors is situated in the Atrium Building in Brussels. The main purpose of this project was to better manage the flow of the visitors that is expected after the opening of the House of European History. It gives a welcoming and friendly first image to the groups of visitors invited to visit the site of the European Parliament. The Visitors' Reception Area guarantees the welcoming and safe arrival of visitors to Parliament.

121. The concept for the Visitor Welcome Centre 'Station Europe' was approved by the Bureau at its meeting of 18 May 2015 and realised in 2016. The project converted the old Brussels-Luxembourg station into an orientation point for the European Parliament visitor pathway, with interactive and user-friendly applications and uses the first floor as a space for events and receptions.

122. The proposed cooperation arrangement with the Belgian authorities on the use of the House of the former artist 'Wiertz' and its garden was presented to the Bureau at its meeting of 8 June 2015. The Wiertz garden directly borders the Paul-Henri Spaak Building and is easily accessible from Parliament's main entrances. The

Bureau tasked the Secretary-General with starting exploratory talks with the 'Musées Royaux des Beaux-Arts de Belgique', responsible for the 'Musée Wiertz' and the Belgian 'Régie des bâtiments', responsible for the museum's buildings, with the involvement of the Chairs and Co-Chairs of the Working Group on Information and Communication Policy and the Working Group on Buildings, Transport and a Green Parliament, on how to possibly use the garden and the former artists' house. The project continued in 2016 and the Belgium State proposed to the Parliament the signature of a long-term lease contract of 50 years at the symbolic price of 1Euro.

123. Another important project starting to take shape is the modernisation of the publicly accessible welcome areas of the EP Information Offices, which began in 2016 with the opening of the "Europa Experience" centres in Berlin and 2017 in Ljubljana, soon to be followed by updated facilities in Strasbourg.

#### **C.4 *Events and exhibitions***

124. The Parliament fosters interaction with citizens through recurrent and occasional events, in particular:

- the Europe Day - the 9th of May honours the Anniversary of the Declaration made by French Foreign Minister Robert Schuman in 1950. As every year, in 2016 the European Parliament celebrated this occasion by organising Open Days in its places of work, as well as in the Member States. In Brussels, this event was organised in collaboration with the other Brussels-based EU institutions.

- the European-Youth-Event (EYE) - under the motto "Together we can make a change", 7 500 Europeans aged 16-30 gathered in Strasbourg on 20-21 May 2016 to exchange ideas and perspectives on youth-related issues. The Bureau confirmed on 6 June 2016 to make it a recurrent event to be organised every two years in the framework of an open and continuous two-way communication strategy with young people. The next EYE will take place in May 2018.

#### **C.5 *Lux Prize, Shkarov Prize and European Citizen's Prize***

125. The LUX Prize pursues two objectives: enhancing the circulation of European films across Europe and sparking Europe-wide debate and discussion on societal issues. To these ends, the LUX Film Prize promotes the distribution of its three contending films by subtitling each of them in the EU's 24 official languages and by producing one digital cinema package per film for each country. The celebrations for the 10th anniversary of the LUX Prize took place on 10 October 2016.

126. The European Parliament supports human rights through the annual Sakharov Prize for Freedom of Thought, established in 1988. The prize is awarded to individuals who have made an exceptional contribution to the fight for human rights across the globe, drawing attention to human rights violations as well as supporting the laureates and their cause. The 2016 laureates were Nadia Murad Basee Taha and Lamiya Aji Bashar, both survivors of sexual enslavement by the so called "Islamic State" (IS) and that have become spokespersons for women afflicted by IS's campaign of sexual violence. They are public advocates for the Yazidi community in Iraq, a religious minority that has been the subject of a genocidal campaign by IS militants.

127. Since 2008 the Parliament awards the European Citizen's Prize every year to projects and initiatives that facilitate cross-border cooperation or promote mutual understanding within the EU. The prize, which has symbolic value, is also intended to acknowledge the work of those who through their day-to-day activities promote

European values. In 2016, the European Parliament has honoured 50 people and organisations from 26 EU countries. National award ceremonies were followed by a central ceremony in October 2016 in Brussels.

## **C.6 *AskEP***

128. The Citizens' Enquiries service (AskEP) answers information requests from members of the general public on the Parliament and EU issues more widely. The 2014-19 Parliament has witnessed a significant increase in the volume of requests, mainly as a result of seemingly coordinated 'write-in' campaigns on topical issues. As a matter of course, the unit replies to correspondence in the official language in which the citizen has sent their letter or email. In 2016, the service received 8 967 individual letters or emails from citizens and 82 923 enquiries as part of organised campaigns.

129. A range of publicly-available 'EP answers' to frequently asked questions - with around 50 topics currently covered - is available on a specially developed platform, called AskEP.net, on the Parliament's website. Parallel arrangements are being made to install an interactive terminal on citizens' issues in the Parliamentarium.

## **C.7 *Other activities***

130. In 2016, a new multi-annual work programme for grants in the area of communication began, covering two areas - Media and Events - for the period 2016 - 2019. It consists of the co-financing of projects, selected through a call for proposals in accordance with the Financial Regulation, which are aimed at raising awareness on the role of the EP, its powers and political nature; disseminating information about the EP and its activities and increasing knowledge and understanding of the three pillars around which the EP operates, namely politics, policies, and values.

131. Grants in the area of Media (television, radio, on line) are implemented on the basis of multiannual partnership agreements with a limited number of media in the Member States having a minimal reach capacity, whereas grants in the area of Events are awarded directly to eligible organisations based in the Member States. In the media category, 102 partnerships were concluded and 48 grants have been awarded in 2016 for a total amount of EUR 3.9 Mio, out of 79 applications received. In the events category, 18 grants have been awarded in 2016 for a total value of EUR 0.8 Mio, out of 64 proposals received.

132. The rules governing the payment of financial contributions to sponsored visitors' groups have been revised by a Bureau decision in October 2016 in order to enhance the transparency and accountability of the process.

## **D. Continuing to implement the multiannual programmes to rationalise and modernise key parts of Parliament's Administration**

### **D.1 *Buildings policy***

133. Buildings policy is a long-term policy that does not follow the annual rhythm of the EU budget. For the best possible results in the long term, it is necessary to plan five to 10 years ahead while bearing in mind prospective needs emerging over 20 to

25 years. Building projects often require financing over several years; proper planning is therefore fundamental for sound financial management.

134. Building acquisition has been Parliament's main policy related to infrastructure investment since the 1992 Edinburgh European Council decision establishing the seats of the EU institutions. Building renovation on the other hand is a relatively new activity that due to the aging building stock will grow in importance. In the coming years, major renovations of big buildings, such as the Paul-Henri Spaak Building, are expected to take place.
135. A decision on the renovation of the Paul-Henri Spaak Building and the related measures will need to be taken by the Bureau.
136. In 2016, building projects at the three main working places and the information offices continued as set out below:

#### Brussels

137. In June 2014, even though the works by the owner were not finalised, some 1000 staffers moved in the building at Square de Meeûs. That removal was the first key stage in the process of making additional space available in Parliament's main buildings for the political groups and allowed to avoid major moves of Members' offices during the term.
138. Between the date of occupation of the building in June 2014 and April 2016, the works under the owner's responsibility have been finalised. An agreement was found with the owner, which consisted in the provisional acceptance of the building, a fee for the occupancy of the building since June 2014 and the entry into force of the usufruct contract. This agreement was approved by the Bureau at its meeting of 14 December 2015; the 12-year usufruct contract had already been approved in 2013.
139. The first phase of construction of the Martens Building was finalised in 2016 and the handover from the promoter to the Parliament took place at the end of June 2016. In the ongoing second phase of the project, the Parliament is in charge of the fit out and the adaptation works. The following third phase will entail the installation of furniture and equipment. The completion of these activities and the delivery of the building is foreseen for the first semester 2018.
140. At its meeting on 7 October 2015, the Bureau authorised the Secretary-General to finalise negotiation for the signature of a long term usufruct contract for the new Professional Training Center. For this purpose, the existing technically outdated building Montoyer 63 will be demolished and the training centre will be rebuilt at the same site. A 21-year usufruct contract was signed at the beginning of 2016. For the 24 months it will take to build the training centre, the building Belmont Court is temporarily leased from the same provider.
141. At its meeting on 12 September 2016, the Bureau decided to exercise the option to purchase the building Montoyer 75 at a cost of EUR 1. The Parliament had signed in 2005 a long lease with option to purchase after the rental payments made over a 10-year period have covered the cost of the building.
142. At its meeting on 11 November 2016, the Bureau approved the extension of the Wayenberg crèche. The crèche was initially opened in 2005 and the site is owned by Parliament. The extension works are planned to be completed in 2019.

143. The provisional handover of the Eastman building hosting the House of European History has taken place in 2016. Architecturally, the project has taken an existing building, not designed as a museum, and transformed it into an example of cutting edge contemporary architecture and design offering a suitable environment for a major new museum.

#### Luxembourg

144. The KAD (Konrad Adenauer) project constitutes the main axis of Parliament's property policy in Luxembourg. The new KAD building will consolidate activities in Luxembourg in one building complex with a view to rationalising costs. The project comprises two phases: the construction on the "East site" and the construction on the "West site". Completion of the east site works is scheduled for 2018; completion of the west site works is scheduled for 2021. Following the Bureau decision of 6 July 2015, the decision on the future of the old KAD building is left for the beginning of the next term. As in previous years, the Committee on Budgets authorised in 2016 a year-end transfer for the pre-financing of the project. This transfer amounted to EUR 53,5 Mio (see section I. H. on transfers).

145. Until the new KAD Building becomes available, it is necessary to extend the lease on the GEOS building. Therefore, an extension until end of 2018 was negotiated.

#### Strasbourg

146. Le bâtiment Havel a été construit en 1955 et a été la propriété du Conseil de l'Europe. En 2012, il a été acquis par le Parlement et a ensuite fait l'objet d'une rénovation complète avec une mise aux normes en vigueur. Ce projet comporte deux parties ; la rénovation du bâtiment proprement dit et une passerelle de liaison avec le bâtiment PFLIMLIN et aménagements des abords. Le projet a bien avancé en 2016 et la mise en service est prévue pour le printemps 2017.

147. Also in Strasbourg a Parliamentarium is being built in the framework of the modernisation of the welcome areas. Works have started in 2016 and have progressed well. The opening is planned for 2017.

#### Information Offices

148. In Berlin, the works on building a mini-Parliamentarium - called "Europa Experience" - on the ground floor of the Europe House were finalised in 2016. "Europa Experience" was opened in May 2016 and gives visitors the possibility to find out more about European politics.

149. À Ljubljana, les travaux d'aménagement spécifique dans la nouvelle Maison de l'Europe ont été réceptionnés le 27 septembre 2016. L'occasion a été saisie pour installer des éléments interactifs de l'«Expérience Europe» dans l'espace public afin de le rendre plus attrayant. Les services ont emménagé mi-octobre 2016 dans les nouveaux locaux.

150. Pour les Maisons de l'Europe de Varsovie, Paris et Barcelone, les avenants de prolongation des baux ont été signés dans le courant de 2016.

151. Work on extending the capacity of the Jean Monnet House in Bazoches and on improving the standard of its facilities was completed in 2016. The building will be

more extensively used by the Parliament for a number of flagship learning and development programmes, as well as for other events.

#### Maintenance policy

152. Une programmation pluriannuelle de travaux d'entretien et de maintenance a été mise en place. Pour l'année 2016, quelques faits marquants peuvent être mentionnés:
153. À Bruxelles, on peut citer l'étude sur les possibilités d'amélioration de l'utilisation des ascenseurs et du trafic vertical des utilisateurs du bâtiment Spinelli (en cours), l'achèvement de la première phase de la rénovation de l'installation électrique du bâtiment Wiertz, la rénovation de la chaufferie du bâtiment Remard et des travaux indispensables pour assurer la continuité de service de la chaufferie du bâtiment Spaak. La rénovation de la cabine haute tension de l'Atrium a été achevée. Les travaux préparatoires relatifs aux appels d'offres pour la modernisation des installations de gestion technique centralisée et de détection incendie ont débuté.
154. À Strasbourg, les principales actions effectués en 2016 sont le rafraîchissement des bureaux et le remplacement des pompes à chaleur du bâtiment Weiss ainsi que la rénovation des systèmes de sécurité incendie et de gestion technique centralisées du bâtiment Madariaga.
155. Suite à l'incident du plafond de l'hémicycle à Strasbourg et à sa reconstruction immédiate en 2008, le Parlement a fait procéder, par mesure de précaution, à des vérifications des plafonds des salles, locaux et circulations les plus importants du bâtiment WEISS. Suite à ces vérifications, des non-conformités et des défauts de l'ouvrage par rapport aux normes et règles de l'art en matière de construction ont été établis. Le Parlement a assigné en réparation son assureur et les entreprises qui ont participé à la réalisation des ouvrages sinistrés, les maîtres d'ouvrage et d'œuvre responsables de l'acte de construire, ainsi qu'à l'encontre des Bureaux de contrôles responsables de la surveillance de la construction. S'agissant d'un domaine extrêmement technique, le tribunal a désigné un collège de trois experts, lui confiant la mission de déterminer les causes des incidents et d'évaluer le préjudice du Parlement. Le même collège d'experts a aussi traité un autre problème qui a été découvert: le mauvais état de la protection de la charpente métallique (flocage) supportant la toiture du bâtiment. Ce travail d'expertise a été clôturé le 31 mars 2016, permettant à la procédure judiciaire de se poursuivre en vue, soit d'un accord amiable, soit d'une décision judiciaire. L'aspect technique du dossier étant clôturé, les travaux principales ont pu avoir lieu en 2016 et vont se terminer en 2017.
156. Pour les activités de maintenance à Luxembourg, l'optimisation des prestations de nettoyage ainsi que l'attribution de deux nouveaux contrats relatifs aux prestations de nettoyage et l'entretien des espaces verts ont mené à des économies considérables dans les années 2015 et 2016 par rapport à 2014 (début d'optimisation des prestations). L'entrée en vigueur du contrat gros œuvre et second œuvre en février 2016 a permis d'augmenter la qualité de service, de diminuer les délais d'intervention, d'obtenir des prix plus avantageux et de simplifier la gestion administrative.

## **D.2 Environmental policy**

157. The European Parliament recognises that it has a duty to make a positive contribution to sustainable development as a long-term goal, not only through its political role and its role in legislative procedures, but also in the context of how it operates and the decisions that it makes on a day-to-day basis.
158. Due to this environmental commitment, the European Parliament uses the Eco-Management and Audit Scheme (EMAS), which is a management instrument of the European Union for private and public organizations to evaluate and improve their environmental performance in accordance with the EMAS Regulation 1221/2009. The European Parliament is EMAS-registered at all three places of work since December 2007. In 2016, the registration was successfully extended until 17 December 2019.
159. In accordance with Parliament's Environmental Manual, the Environmental Policy had been established by the Bureau and signed by the President and the Secretary-General on behalf of the Institution, first in 2007 and in a revised form in 2010. As the Environmental Policy should be renewed during each legislative term, a revised document was approved by the Bureau and signed by the President and the Secretary-General in 2016.
160. Overall, the Eco-Management System at the European Parliament is successful. Parliament has set up targets to reduce CO<sup>2</sup> emissions, electricity consumption, gas, heating oil and district heating consumption, paper and water consumption, waste production and to increase the waste recycling rate. Most environmental indicators have improved since 2006.
161. One of the main objectives of Parliament is to reduce carbon emissions by 30% by 2020. By September 2015, Parliament had already achieved a considerable reduction of 27,2% compared to 2006. Whereas Parliament's environmental policy is based on preventing or limiting emissions first, carbon offsetting is a useful and compensatory measure to combat climate change. Although offsetting cannot be taken into account for calculating and possibly reducing Parliament's residual carbon footprint, it can be applied in those cases where own carbon emissions are unavoidable or cannot be reduced any further.
162. CO<sup>2</sup> offsetting means the purchase of carbon offsets to compensate for the purchaser's own CO<sup>2</sup> emissions. Such offsets are typically achieved through financial support for projects in the areas of renewable energy or energy efficiency, which aim at reducing the emission of greenhouse gases in a global context.
163. The Parliament decided first in 2011 to implement a CO<sup>2</sup> offsetting scheme. In view of the experience gathered over the years, the Bureau decided in October 2015 on a new approach for carbon offsetting. This decision also takes the recommendations of the European Court of Auditors included in its Special Report<sup>37</sup> n° 14 from October 2014 into account. Other than before, the new approach provides for the offsetting of the total amount of Parliament's carbon emissions, including emissions from flights by Members of the European Parliament between their country of origin and Brussels or Strasbourg. Further, it allows for projects with priority in the African, Caribbean and Pacific Group of States and incorporates the widely-recognised "Gold Standard" as a quality standard for offsetting projects in developing countries.

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<sup>37</sup> "How do the EU institutions and bodies calculate, reduce and offset their greenhouse gas emissions?"



164. In 2016, the new approach for carbon offsetting was applied and the EMAS Action Plan of the year was successfully implemented. The EMAS Action Plan for 2017, based on the EMAS Mid-Term Strategy 2016-2020, was adopted by the Inter DG Steering Group on Environmental Management.
165. One element of Parliament's Environmental Policy is the commitment to "Green Public Procurement" (GPP), which is defined in the European Commission's Communication on Public Procurement for a better environment as: "a process whereby public authorities seek to procure goods, services and works with a reduced environmental impact throughout their life cycle when compared to goods, services and works with the same primary function that would otherwise be procured"<sup>38</sup>. Over the last decade, GPP has become an increasingly important aspect of the activities of public bodies in Europe. In June 2016, the "EP Implementation Guide on Green Public Procurement" was approved. It is designed to help authorising officers at the European Parliament to successfully launch green purchasing policy and procedures. It explains the possibilities offered by legal tools in force (the Financial Regulation and its Rules of Application) in a practical way, and looks at simple and effective solutions that can be used in public procurement procedures.
166. Following the experiences gained during the test phase of Parliament's "Green Public Procurement (GPP) Helpdesk" - which had been set up to accompany the GPP approach - an inter-institutional procurement procedure for this project was launched in 2016, pooling the purchasing power of several European institutions.
167. Different communication and awareness-raising activities such as the "Earth day event" and the "inter-institutional Green Week" took place in 2016 and the European Parliament has been awarded the Belgian Label "Entreprise Eco Dynamique" in October 2016.

### ***D.3 Catering policy***

168. Efforts continued in 2016 to modernise catering within Parliament until 2019 as laid down in the Bureau decision of 10 June 2013 on 'Parliament's future catering policy 2014-2019 - Guidelines for modernisation'.
169. A major element of the catering policy are unsubsidised "fixed price" contracts. In Strasbourg, a new contract unsubsidised by Parliament entered into force on 1 November 2016. In Brussels, a new provider had already taken over in 2015 under an unsubsidised contract. In Luxembourg, the timing of contractual changes will be aligned with the conclusion of the construction of the new KAD building.
170. The food offer was gradually diversified and new canteens and restaurants were opened in Brussels and Strasbourg. In the Spinelli building, an organic food corner opened in September 2016 and a Mediterranean-style restaurant in November 2016. Also the refurbished Sandwich bar re-opened in November 2016. Two new canteens were created in the Square de Meeûs and Trèves buildings. In Strasbourg, a fresh food-to-go outlet has opened in March 2016 and the canteen in the Weiss building was enlarged in August 2016. From July 2016, a pilot project has been running with hot meals being served continuously with time restrictions in the Bar des Députés in order to cater for different eating habits and meal times.
171. In order to improve health and well-being at the workplace, it was decided to favour healthier food options and support more sustainable food choices at the catering facilities of the Parliament. Therefore, the latest restaurant/catering and

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<sup>38</sup> COM (2008) 400, page 4

vending service contracts have included requirements on fair trade aspects, transition to better diets, healthier lifestyles and, very importantly, combatting food waste. The tenders have integrated criteria for sustainable food consumption, such as seasonal products, animal welfare and a vegetarian offer.

172. Giving away unsold food to charity is also making its way as a good practice in Parliament's canteens and sale points. Another element of the catering policy is the further reduction of the use of bottled mineral water in meetings and the installation of water fountains in passageway areas.

#### ***D.4 Modernisation of information technologies***

173. ICT measures for improving plenary sitting services and the provision of ICT to Members in their constituency offices are described above in section III.B.4 of this report. Also other areas of Parliament's ICT infrastructure continue to be modernised and in November 2016, the mid-term implementation report of the Strategic Orientations for the period 2014-2019 was presented to the Bureau Working Group on ICT.

174. According to this mid-term review, achievements on the key strategic pillars include firstly the evolution of the ICT infrastructure, the replacement of aging ICT equipment and the identification and phasing out of redundant applications. Following the general ICT evolution of the past years, measures in this area have for instance been the deployment of 18 000 telephones over IP and the suppression of 1 800 faxes thanks to the new E-fax service via Email. Another example is the accessibility of WIFI for EP visitors as another step towards a digitally more inclusive Parliament. Concerning the phasing out of redundant applications, in 2016 more than 60 applications have been identified as obsolete and are in the final verification step in order to be decommissioned.

175. Another important key strategic pillar is the strengthening of ICT security in an open communication world and the efforts in this area continue in 2016. ICT security comprises the elements ICT security governance, ICT security policies and engineering, ICT security assessment, Cyber-defence capabilities and Cyber-security culture. In this framework, the Bureau approved the nomination of the Chief Information Security Officer in October 2016.

176. Further developing an innovation approach is a strategic aim of the Parliament and in February 2016, the innovation service was created with the mission to promote, stimulate and introduce technological innovation. By performing permanent technology scouting, the innovation service has the mission to detect opportunities with potential relevance to the EP activities at an early stage.

177. Also several ICT projects considered as strategic were pursued in 2016. In particular, it is to be pointed out that the first technical migration has been completed. The integration of the EP intranet and the intranets of the Directorates General on the new Platform (SIFE) is ongoing and the Platform is being updated. The validation of content by the Directorates General is still ongoing.

178. The project "Mobility as a multidimensional working method" provides of a context for aligning and leveraging the advantages that mobility in general can bring to the European Parliament. The impact study of Mobility on EP's processes was completed in 2016. Roles and responsibilities have been agreed and a phased

approach for the implementation of the project will be adopted in 2017 by the Steering Committee. The aim is to develop a catalogue of services for mobility.

179. The project “Digitalising the procurement chain” aims at shifting to full electronic workflows and submission of procurement documents to shorten the “time to contract” by using a system made available by the European Commission. The design of the “Procurement chain” has been approved; full and direct eAccess was implemented in 2016. Workshops regarding e-Submission, e-Request and e-Invoicing were organised during the year. Next steps will target the security aspects and the functionality of e-Submission and the pre-procurement tool.
180. Another important project of the Parliament is the new Financial Management Project (FMS), which is described below in section III.E.1.
181. In addition to the aforementioned achievements in the key strategic pillars, the Parliament continued in 2016 the close cooperation with other EU Institutions. Several common projects were pursued, and in particular ICT security is an important area of cooperation. Furthermore, a common XML format for the exchange of structured legislative content and documents between EU Institutions was agreed.

## **E. Other modernisation measures**

### ***E.1. Financial and budgetary management***

182. The aim of the Financial Management System (FMS) project is to improve the visibility and availability of decision-critical information on available resources (human, IT and financial) and their use, achieve efficiencies by standardising and automating key central financial processes, and provide a solution to the approaching technical obsolescence of existing IT applications, in particular the general and budgetary accounting systems and the payments system.
183. In 2016, the study of options stage was concluded and the SAP system has been confirmed as the optimal choice. The management and governance structure of the project was revised in October 2016 and the project ownership has been transferred to the Directorate General for Finance (DG FINS).

### ***E.2. Improving services to Members: Members' Portal and e-Portal***

184. As regards Members' financial and social entitlements, the Bureau endorsed at its meeting of 26 October 2015 a new approach with the goal to enhance client orientation and to reduce the administrative burden for Members. In this respect, two new instruments play a major role: the Portal and the e-Portal.
185. The Portal is a single front desk integrating all services related to financial and social entitlement formalities and became fully operational in July 2016 whereas the electronic counterpart, the e-Portal, has been accessible since January 2015. The Portal provides Members with concise information regarding the rules in force and the status of their rights. Application forms can be submitted and preliminary verifications are performed on the spot. In a second phase, the files are verified by specialised back-office staff in each unit with a personalised approach.

### ***E.3. Human resources management***

186. The revision of the General Implementing Provisions (GIP) and the Internal Rules induced by the entry into force of the new Staff Regulations continued in 2016. All changes concerning the career management have been implemented. New internal rules concerning the staff assessment, the attribution of merit points and on discipline, as well as an update of the code of conduct have been drafted by the Directorate-General for Personnel, subject to further consultation and approval. The review of the mission rules is ongoing.
187. The issue of equal opportunities remains a key component of Parliament's human resource management policy. The action plan for the promotion of gender equality and diversity for the current legislature, i.e. until 2019, was approved by the Bureau on 27 April 2015. Specific objectives are described in the action plan and in 2016 the implementation of the related measures was continued.
188. At its meeting of 12 September 2016, the Bureau approved the introduction of an occasional teleworking scheme for the Secretariat-General of the European Parliament. The political groups may also decide to apply the scheme. Whilst safeguarding the interests of the service and the effective organisation of the institution's work, the Parliament wished to implement flexible, modern staff management arrangements in order to improve performance and staff motivation by promoting a better work-life balance. The terrorist attacks in France and Belgium and the resulting disruptions to the work of the staff of the European Parliament were another reason for setting up a legal framework for EP staff to be able to work from home. Occasional teleworking shall make it possible for staff members to work at home on an ad hoc basis, for a maximum of three consecutive calendar days and on no more than 36 working days per calendar year.

### ***E.4. Parliamentary assistance***

189. At its meeting of 26 October 2015, the Bureau adopted amendments to the Implementing Measures for the Statute for Members, focusing on parliamentary assistance. These entered into force on 1 January 2016 and comprised amongst others the following changes: 25% of the parliamentary assistance allowance must be set aside for the recruitment of accredited parliamentary assistants, therefore limiting to 75% the allocation of expenditure on local assistants and service providers. This provision is intended to improve the balance between local and accredited assistants, the need for which was indicated at the time of the discharge in respect of the year 2013. For each Member, the absolute number of parliamentary assistance contracts in force must not exceed three - in exceptional cases four.
190. As regards local assistants, the amendments make the salaries and fees of local assistants subject to reference thresholds, with the aim of limiting the risk that pay may diverge excessively from the average pay in the Member States. In addition, a complete file must be submitted with the recruitment request, to make it possible to check that the work to be done by a local assistant is genuine and to limit risks of conflicts of interests.
191. The amendments seek to clarify that Members may also make use of natural or legal persons to provide to them services in order to obtain specific and clearly identified services directly linked to the exercise of their parliamentary mandate. The obligation to publish the names of all natural and legal persons whose cost is

defrayed from the parliamentary assistance allocation is extended for the duration of the contract of these persons. This is in accordance with the principle of transparency provided for by the Treaties<sup>39</sup>, whose importance has been recalled, in particular, by the European Ombudsman<sup>40</sup>.

## **F. Impact of the Brexit vote**

192. Following the referendum held on 23 June 2016 in the United Kingdom (“Brexit vote”), the Bureau discussed the consequences in its meeting of 4 July 2016. The President underlined that as long as the United Kingdom was a full member of the European Union, British Members and staff of the European Parliament enjoyed exactly the same rights and obligations as all other Members and staff of the house.

193. The referendum had a considerable impact on committee secretariats, research units and horizontal services of the political Directorates General, which were called upon to follow this process and to prepare analytical material based on fact-finding work to consider the impact of the United Kingdom’s withdrawal on the policy areas and legislation in their respective fields. Future work on this issue is of very complex legal nature but the expertise built up in committee secretariats and policy departments is ready to be mobilised during the subsequent phases of the withdrawal process based on political decisions taken.

## **G. Overall structural changes to Parliament’s Secretariat (including the political groups)**

194. Lors de la révision du Statut des fonctionnaires et de l’adoption des perspectives financières 2014-2020, un accord interinstitutionnel a été adopté, prévoyant une réduction annuelle de 1% des postes indiqués au tableau des effectifs de chaque Institution pendant cinq ans. En application de cet accord, 57 postes ont été supprimés dans le tableau des effectifs pour 2016. Deux postes supplémentaires ont été supprimés au tableau des effectifs du Parlement afin d’être transférées à la Commission Européenne dans le cadre de la mise en œuvre de projets TI interinstitutionnels.

195. Par ailleurs le Parlement a demandé la création de 39 postes supplémentaires au tableau des effectifs en 2016 pour faire face à des besoins spécifiques, notamment le renforcement des secrétariats des commissions parlementaires afin d’accroître la capacité de contrôle du pouvoir exécutif, notamment pour les actes délégués, ainsi que le renforcement des services de sécurité dans les immeubles du Parlement.

196. La mise en œuvre de l’accord interinstitutionnel sur la réduction annuelle de 1% des effectifs de chaque Institution pendant cinq ans devrait se poursuivre normalement jusqu’en 2018 en ce qui concerne le Parlement. Cependant, compte tenu des besoins spécifiques du Parlement qui ont conduit à la création de nouveaux postes en 2014 et en 2016, les mesures de réduction de postes vont être prolongées pour une année supplémentaire jusqu’en 2019.

197. All together, 20 posts were deleted from the establishment plan of the initial budget 2016 at Secretariat level whereas 43 temporary posts were added at level of

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<sup>39</sup> Cf. Article 15 TFEU.

<sup>40</sup> Letter of 30 September 2002 from the European Ombudsman to the President of the European Commission.

the Political groups. In the framework of the amending budget n° 3 of the European Union for the financial year 2016, the Parliament was allocated additional 34 SC posts and one AD post. This reinforcement was necessary to assure the security of strategic points at the interior of Parliament's buildings by armed guards.

198. The main changes to Parliament's organisational set-up and management are summarised in the table below:

**Table 21. Summary of restructuring changes in Parliament’s Secretariat in 2016**

Directorate-General	Restructuring and modernisation
<p>DG PRES Presidency</p>	<p>Depuis le 1er septembre 2016, le Directeur Général qui avait été détaché au Cabinet du Président en juillet 2014 a repris la fonction, occupée jusque-là par un Directeur Général intérimaire. Depuis le 1er novembre 2016, le Directeur Général de la DG PRES assume également la fonction de Secrétaire Général adjoint.</p> <p>L’ancien Cabinet du Secrétaire Général adjoint est devenu aussi à partir du 1er novembre la nouvelle Direction des affaires interinstitutionnelles et coordination législative avec quatre unités dont une provenant de la DG EPRS. Les nouvelles unités sont : l’unité Planning législatif et coordination, l’unité des relations interinstitutionnelles, l’unité des informations classifiées et l’unité Transparence.</p> <p>Plusieurs autres postes d'encadrement ont été affectés par des changements au cours de l’année 2016.</p>
<p>DG IPOL Internal Policies</p>	<p>Up to 23 IPOL staffers were employed in the secretariats of the three temporary committees TAXE2, EMIS and PANA. The Special Committee on Tax Rulings (TAXE2) was set up with decision of the Parliament from 2 December 2015 to build on and complete the work carried out by the TAXE Special committee. Its mandate ended on 2 August 2016. The Committee of Inquiry into Emission measurements in the Automotive sector (EMIS) was established following the vote of the Plenary on 17 December 2015; the constitutive meeting took place on 2 March 2016. The constitutive meeting of the Committee of Inquiry into Money Laundering, Tax Avoidance and Tax Evasion took place on 12 July 2016.</p>
<p>DG EXPO External Policies</p>	<p>In 2016, a new Director for Resources was nominated.</p>
<p>DG EPRS Parliamentary Research Services</p>	<p>On 1 November 2016, the Transparency Unit, dealing with public access to EP documents and the Transparency Register, moved to the Directorate-General for the Presidency (PRES).</p> <p>At the beginning of 2016, the transfer of the last group of a total of 60 staff members from the two advisory committees - the European Economic and Social Committee and the Committee of the Regions - was completed, with the conclusion of the last practicalities. 2016 was the first year in which the “Members’ Research Service” was fully operational in terms of its staff complement.</p>
<p>DG PERS Personnel</p>	<p>The Screening Working Group set up within DG Personnel in December 2014 with a view to making the organisation of work more efficient issued its final report in 2016.</p> <p>During the year, a new Director for Human Resources Development and a new Director for Management of Support and Social Services were</p>

Directorate-General	Restructuring and modernisation
	appointed. In December 2016, an acting Director-General was appointed by decision of the Secretary General.
DG INLO  Infrastructure and Logistics	<p>En 2016, la DG INLO a poursuivi sa stratégie de réorganisation et de rationalisation de certains secteurs liés à ses missions par une utilisation optimale des ressources propres. Ceci s'est notamment traduit par la création d'un service d'assistance à la maintenance à la Direction « Infrastructures », la restructuration de l'unité du Soutien central à la direction « Ressources » et la restructuration globale de l'unité de l'Attribution des Bureaux et des déménagements, avec la création de deux nouveaux services. L'unité One-Stop Shop pour les députés a été transférée en octobre 2016 sous la responsabilité directe du Directeur général.</p> <p>Deux groupes de travail ont été nommés, avec pour objectif d'aboutir à des propositions concrètes et ciblées visant à simplifier des processus en place dans la Direction générale. Les conclusions de ces deux groupes de travail ont été présentées au management en septembre 2016 et seront suivies de mesures qui seront progressivement mises en œuvre.</p>
DG INTE  Interpretation and Conferences	<p>The process of modernisation of the working methods and working conditions of DG INTE continued. A consultation process was launched in 2016 and several management commitments were implemented. In particular, the availability for assignments of staff interpreters was improved through the introduction of new guidelines on staff interpreter annual leave. In addition, a <i>clean day's</i> policy was introduced, with all non-interpretation assignment of staff interpreters being moved to periods of low parliamentary activity. New benchmarks were developed and implemented to assess the interpretation output of the different language units.</p> <p>A new Director for Interpretation and Conferences was appointed.</p>
DG TRAD  Translation	<p>In 2016, the acting Director General was appointed as new Director General and a new Director for Support and Technological Services for Translation was appointed.</p>
DG FINS  Finance	<p>Le lancement du Portail des députés a induit une modification structurelle majeure au niveau de la Direction des droits sociaux et financiers des Membres. Le Portail a entraîné la création d'un service dédié, composé de 6 personnes à temps plein ainsi que de 13 personnes en rotation à temps partiel, issues des 3 unités opérationnelles qui composent la Direction. Ce changement structurel a également entraîné un changement organisationnel, en raison de la distinction des activités « front-office » (accueil des Députés, informations, réceptions des demandes) et « back-office » (traitement des demandes, contrôles).</p> <p>Le service Budget et Vérification est devenu l'Unité Budget et Vérification, avec la nomination de son Chef d'Unité en juin 2016.</p> <p>Le changement du Comptable du Parlement européen s'est opéré en 2016. Par décision du Secrétaire Général, le nouveau Comptable de l'institution a pris ses fonctions le 1er août 2016.</p>



<b>Directorate-General</b>	<b>Restructuring and modernisation</b>
<p>DG ITEC</p> <p>Innovation and Technological Support</p>	<p>Transfer of activities within DG ITEC. The processes concerning the Project Management Board (the Forward Board - evaluating the business cases - and the newly created Solutions service - proposing technology to be employed), are now grouped together in the Concept unit.</p> <p>Activities related to SharePoint and Knowledge Management were transferred to that new unit from the Evolution unit and activities related to research of existing software packages, solutions on the market and their required EP infrastructure were moved from the Standards unit.</p> <p>The existing structures in the Directorate for Publishing and Distribution (EDIT) were reorganised. The Directorate now comprises four units - Clients, Tools and Methods Unit, Intranet and Multimedia Unit, Document Production Unit and the Crossmedia Printing Unit. The objective of these changes was to ensure the provision of even higher quality services to all clients of the Directorate.</p> <p>Additionally, further organisational changes were carried out during the year to optimise the structure and strengthen the horizontal support of the Directorate for Innovation and Resources during 2016, with the creation of the new unit for Innovation, Performance and Internal Control (IPIC). The Innovation Service was transferred to the IPIC Unit and the ex-Ante service to the Human Resources unit of DG-ITEC</p> <p>A new service was implemented in the Concept Unit (Solutions) with a particular emphasis on support for collaborative solutions (such as MS SharePoint, Jahia, Confluence and Knowledge Management) as well as an efficient procedure for software selection.</p> <p>A Bureau Decision of 24 October 2016, approved the creation of the Chief ICT Security Officer (CISO) entity in DG-ITEC. Consequently, the Standards unit and its two services have been replaced by the ICT Security unit (consisting now of 'Security Management' and 'Security Operations') under the CISO entity, while the Standard Configuration service becomes part of the Infrastructure and Management unit.</p>
<p>DG SAFE</p> <p>Security and Safety</p>	<p>Le Bureau a approuvé en juin 2016 la création d'une nouvelle unité "Protection" au sein de la Direction pour la proximité et l'assistance, la sécurité et la sûreté. Les procédures relatives au pourvoi du poste de Chef de cette unité ont été lancées fin 2016</p> <p>The Director for Strategy and Resources continued as acting Director after his appointment as Director General.</p>

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## **V. ANNEXES**

**Annex 1 - Overview of C transfers during the financial year 2016**

**Annex 2 - Overview of P transfers during the financial year 2016**

**Annex 3 – Implementation of appropriations during 2016**

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**ANNEX 1 - OVERVIEW OF C TRANSFERS DURING THE FINANCIAL YEAR 2016**

No	To/From Chapter/Article/Item	Heading	Description of transfer/comments	Amount transferred in (€)	Amount transferred out (€)
<b>C1</b>	from Chapter	10 1	CONTINGENCY RESERVE		<b>-205 000</b>
	to Item	2 1 6 0	Transport of Members, other persons and goods	Reinforced security measures in the area of transport of Members	205 000
<b>C3</b>	from Item	1 6 5 2	Current operating expenditure for restaurants and canteens	Supply of refreshments, mainly mineral water, at official and administrative meetings of the Parliament	<b>-750 000</b>
	to Item	3 0 4 0	Miscellaneous expenditure on internal meetings		750 000
<b>C4</b>	from Item	2 0 2 2	Building maintenance, upkeep, operation and cleaning	Reinforcement and reorganisation, based on a new security concept, of the entrances of all of Parliament's premises	<b>-2 600 000</b>
	from Item	2 0 2 4	Energy consumption		<b>-1 500 000</b>
	from Item	2 1 2 0	Furniture		<b>-1 400 000</b>
	to Item	2 0 0 7	Fitting-out of premises		5 500 000
<b>C5</b>	from Item	1 0 3 0	Retirement pensions (PEAM)	Additional transitional allowance following the amendment by the Bureau of Article 46 of the Implementing Measures for the Statute for Members	<b>-230 000</b>
	to Item	1 0 2 0	Transitional allowances		230 000
<b>C6</b>	from Chapter	10 1	CONTINGENCY RESERVE	Covering higher than expected expenses relating to item 1402 "Expenditure on interpretation"	<b>-3 300 000</b>
	to Item	1 4 0 2	Expenditure on interpretation		3 300 000
<b>C7</b>	from Item	1 0 0 4	Ordinary travel expenses	Impact of the higher than foreseen 2016 update of salary and pensions	<b>-1 420 000</b>
	from Chapter	10 1	CONTINGENCY RESERVE		<b>-1 750 000</b>
	to Item	1 0 0 0	Salaries		1 420 000
	to Item	1 0 3 1	Invalidity pensions (PEAM)		30 000
	to Item	1 2 0 0	Remuneration and allowances		1 500 000
	to Item	1 4 0 2	Expenditure on interpretation		220 000
<b>C8 (mopping up)</b>	from Chapter	1 0	MEMBERS OF THE INSTITUTION	Corresponds to 4.3 % of initial appropriations of the chapter.	<b>-9 261 336</b>
	from Chapter	1 2	OFFICIALS AND TEMPORARY STAFF	Corresponds to 0.1 % of initial appropriations of the chapter.	<b>- 340 000</b>
	from Chapter	1 4	OTHER STAFF AND EXTERNAL SERVICES	Corresponds to 2.0 % of initial appropriations of the chapter.	<b>- 2 550 000</b>

**ANNEX 1 - OVERVIEW OF C TRANSFERS DURING THE FINANCIAL YEAR 2016**

No	To/From Chapter/Article/Item		Heading	Description of transfer/comments	Amount transferred in (€)	Amount transferred out (€)
	from Chapter	1 6	OTHER EXPENDITURE RELATING TO PERSONS WORKING WITH THE INSTITUTION	Corresponds to 11.1 % of initial appropriations of the chapter.		- 1 965 299
	from Chapter	2 0	BUILDINGS AND ASSOCIATED COSTS	Corresponds to 5.7 % of initial appropriations of the chapter.		- 12 080 405
	from Chapter	2 1	DATA PROCESSING, EQUIPMENT AND MOVABLE PROPERTY	Corresponds to 6.5 % of initial appropriations of the chapter.		- 10 847 433
	from Chapter	2 3	CURRENT ADMINISTRATIVE EXPENDITURE	Corresponds to 16.0 % of initial appropriations of the chapter.		- 958 510
	from Chapter	3 0	MEETINGS AND CONFERENCES	Corresponds to 10.8% of initial appropriations of the chapter.		- 2 054 549
	from Chapter	3 2	EXPERTISE AND INFORMATION: ACQUISITION, ARCHIVING, PRODUCTION AND DISSEMINATION	Corresponds to 3.9 % of initial appropriations of the chapter.		- 4 549 639
	from Chapter	4 0	EXPENDITURE RELATING TO CERTAIN INSTITUTIONS AND BODIES	Corresponds to 1.0 % of initial appropriations of the chapter.		- 1 147 829
	from Chapter	4 2	EXPENDITURE RELATING TO PARLIAMENTARY ASSISTANCE	Corresponds to 3.5 % of initial appropriations of the chapter.		- 7 000 000
	from Chapter	1 0	OTHER EXPENDITURE	Use of provisional appropriations (12.4 % of initial appropriations of the reserve)		- 745 101
	to Item	2 0 0 1	Annual lease payments	Construction of the new KAD building in Luxembourg.	53 500 000	
<b>Total C transfers</b>					66 655 000	<b>-66 655 000</b>

## ANNEX 2 - OVERVIEW OF P TRANSFERS DURING THE FINANCIAL YEAR 2016

No	Chapter/Article/Item			Description of transfer	Amount transferred in (€)	Amount transferred out Amount (€)
<b>Transfers of appropriations for the year</b>						
<b>P1</b>	<b><u>Within Article 200</u></b>					
	from Item	2 0 0 7	Fitting-out of premises	To cover the contractual obligations relating to the lease of the Goldbell building in Luxembourg		<b>-3 510 000</b>
to Item	2 0 0 0	Rent	3 510 000			
<b>P2</b>	<b><u>Within Article 210</u></b>					
	from Item	2 1 0 2	Computing and telecommunications — business-as-usual operations — general support for users	To follow up the re-organisation within DG ITEC as approved in October 2015 with the necessary budgetary adjustments within Article 210		<b>-1 600 000</b>
	from Item	2 1 0 3	Computing and telecommunications — business-as-usual operations — management of ICT applications		<b>-157 600</b>	
	from Item	2 1 0 4	Computing and telecommunications — investment in infrastructure		<b>-670 000</b>	
to Item	2 1 0 5	Computing and telecommunications — investment in projects	2 427 600			
<b>P3</b>	<b><u>Within Article 161</u></b>					
	from Item	1 6 1 2	Further training	Cost concerning the organisation of practical tests relating to the internalisation of drivers for the transport service of Members as well as the introduction of computer-based tests for internal selection procedures		<b>-200 000</b>
to Item	1 6 1 0	Expenditure on recruitment	200 000			
<b>P4</b>	<b><u>Within Article 200</u></b>					
	from Item	2 0 0 0	Buildings	Reinforcement and reorganisation, based on a new security concept, of the entrances of all of Parliament's premises		<b>-2 318 448</b>
	from Item	2 0 0 3	Acquisition of immovable property		<b>-592 000</b>	
	to Item	2 0 0 7	Fitting-out of premises		2 318 448	
to Item	2 0 0 5	Construction of buildings	592 000			
<b>P5</b>	<b><u>Within Article 165</u></b>					
	from Item	1 6 5 4	Childcare facilities	To cover the estimated registration fees for the school year 2016/2017		<b>-100 000</b>
to Item	1 6 5 5	European Parliament contribution for accredited Type II European Schools	100 000			
<b>P6</b>	<b><u>Within Article 210</u></b>					
	from Item	2 1 0 2	Computing and telecommunications — business-as-usual operations — general support for users	Development of new projects linked to human resources IT applications which are part of the Parliamentary Project Portfolio		<b>-900 000</b>
to Item	2 1 0 5	Computing and telecommunications — investment in projects	900 000			

## ANNEX 2 - OVERVIEW OF P TRANSFERS DURING THE FINANCIAL YEAR 2016

No	Chapter/Article/Item			Description of transfer	Amount transferred in (€)	Amount transferred out Amount (€)
<b>P7</b>	<b><u>Within Article 140</u></b>					
	from Item	1 4 0 0	Other staff	To cover the remuneration of seconded national experts, given a higher demand than expected		<b>-550 000</b>
	to Item	1 4 0 4	Graduate traineeships, grants and exchanges of officials		550 000	
<b>P8</b>	<b><u>Within Article 304</u></b>					
	from Item	3 0 4 2	Meetings, congresses and conferences	To provide additional means needed for the supply of refreshments, mainly mineral water, at official and administrative meetings of the Parliament		<b>-50 000</b>
	from Item	3 0 4 3	Miscellaneous expenditure for organising parliamentary assemblies, interparliamentary delegations and other delegations			<b>-100 000</b>
	to Item	3 0 4 0	Miscellaneous expenditure on internal meetings		150 000	
<b>P9</b>	<b><u>Within Article 210</u></b>					
	from Item	2 1 0 4	Computing and telecommunications — investment in infrastructure	Higher than expected expenses relating to IT data centre maintenance and support and to security of software applications		<b>-600 000</b>
	to Item	2 1 0 0	Computing and telecommunications — business-as-usual operations — operations		400 000	
	to Item	2 1 0 2	Computing and telecommunications — business-as-usual operations — general support for users		200 000	
<b>P10</b>	<b><u>Within Article 120</u></b>					
	from Item	1 2 0 0	Remuneration and allowances	Payments relating to statutory rights; the needs were higher than initially estimated		-475 000
	to Item	1 2 0 4	Entitlements in connection with entering the service, transfer and leaving the service		475 000	
<b>P11</b>	<b><u>Within Article 200</u></b>					
	from Item	2 0 0 0	Buildings	Construction of the new KAD building in Luxembourg - additional cost of project management and supplementary works		-1 186 552
	from Item	2 0 0 8	Other specific property management arrangements			-1 030 000
	from Item	2 0 0 3	Acquisition of immovable property			-1 783 448
	to Item	2 0 0 5	Construction of buildings		4 000 000	
<b>P12</b>	<b><u>Within Article 210</u></b>					
	from Item	2 1 0 0	Computing and telecommunications — business-as-usual operations — operations	Urgent implementation of six new IT support activities that were unknown or not adequately mature when preparing the budget		<b>-205 000</b>
	from Item	2 1 0 1	Computing and telecommunications — business-as-usual operations — infrastructure			<b>-495 000</b>
	from Item	2 1 0 3	Computing and telecommunications — business-as-usual operations — management of ICT applications			<b>-294 500</b>
	from Item	2 1 0 5	Computing and telecommunications — investment in projects			<b>-5 500</b>

## ANNEX 2 - OVERVIEW OF P TRANSFERS DURING THE FINANCIAL YEAR 2016

No	Chapter/Article/Item			Description of transfer	Amount transferred in (€)	Amount transferred out Amount (€)
	to Item	2 1 0 2	Computing and telecommunications — business-as-usual operations — general support for users		1 000 000	
<b>P13</b>	<b><u>Within Article 103</u></b>					
	from Item	1 0 3 0	Retirement pensions (PEAM)	Exceptional needs resulting from the settlement of unpaid contributions of certain Members - share to be borne by Parliament		<b>-500</b>
	to Item	1 0 3 3	Optional pension scheme for Members		500	
<b>P14</b>	<b><u>Within Article 324</u></b>					
	from Item	3 2 4 7	House of European History	Increased interest in use of audiovisual installations by Members and increase of audiovisual coverage and technical assistance to TV channels due to exceptional events		<b>-800 000</b>
	to Item	3 2 4 8	Expenditure on audiovisual information		800 000	
<b>P15</b>	<b><u>Within Article 324</u></b>					
	from Item	3 2 4 4	Organisation and reception of groups of visitors, Euroscola programme and invitations to opinion multipliers from third countries	To ensure the publication of EP documents in the Official Journal, the total volume of these publications being higher than expected		<b>-179 000</b>
	from Item	3 2 4 5	Organisation of seminars, symposia and cultural activities			<b>-221 000</b>
	to Item	3 2 4 0	Official Journal		400 000	
<b>P16</b>	<b><u>Within Article 324</u></b>					
	from Item	3 2 4 7	House of European History	Appropriations needed for extended IT developments on various Intranet sites		<b>-210 000</b>
	to Item	3 2 4 1	Digital and traditional publications		210 000	
<b>Total P transfers against appropriations for the year</b>					<b>18 233 548</b>	<b>-18 233 548</b>

**ANNEX 3 - IMPLEMENTATION OF APPROPRIATIONS DURING 2016**

Item	Heading	Initial appropriations	Transfers / Amending Budget	Final appropriations	Amount committed	Amount paid	Commitments carried over to the following year	Appropriations cancelled	Used
		(1)	(2)	(3) = (1) + (2)	(4)	(5)	(6) = (4) - (5)	(7) = (3) - (4)	(8) = (4) / (3)
1000	Salaries	72 520 000,00	1 420 000,00	73 940 000,00	73 871 418,64	73 871 418,64	0,00	68 581,36	99,9%
1004	Ordinary travel expenses	73 340 000,00	- 7 050 000,00	66 290 000,00	66 290 000,00	58 315 594,38	7 974 405,62	0,00	100,0%
1005	Other travel expenses	7 050 000,00	- 900 000,00	6 150 000,00	6 150 000,00	4 135 882,00	2 014 118,00	0,00	100,0%
1006	General expenditure allowance	39 715 000,00	- 715 000,00	39 000 000,00	38 937 488,00	38 937 488,00	0,00	62 512,00	99,8%
1007	Allowances for performance of duties	181 500,00	0,00	181 500,00	176 892,22	176 892,22	0,00	4 607,78	97,5%
1010	Accident and sickness insurance and other social security charges	3 058 000,00	- 973 336,00	2 084 664,00	1 978 805,22	1 978 805,22	0,00	105 858,78	94,9%
1012	Specific measures to assist disabled Members	798 000,00	- 113 000,00	685 000,00	593 638,06	593 638,06	0,00	91 361,94	86,7%
1020	Transitional allowances	1 770 000,00	30 000,00	1 800 000,00	1 725 886,26	1 725 886,26	0,00	74 113,74	95,9%
1030	Retirement pensions (PEAM)	11 450 000,00	- 730 500,00	10 719 500,00	10 521 344,41	10 521 344,41	0,00	198 155,59	98,2%
1031	Invalidity pensions (PEAM)	291 000,00	30 000,00	321 000,00	300 813,90	300 813,90	0,00	20 186,10	93,7%
1032	Survivors' pensions (PEAM)	2 458 000,00	- 230 000,00	2 228 000,00	2 170 644,40	2 170 644,40	0,00	57 355,60	97,4%
1033	Optional pension scheme for Members	0,00	500,00	500,00	287,82	287,82	0,00	212,18	57,6%
1050	Language and computer courses	650 000,00	0,00	650 000,00	650 000,00	398 482,96	251 517,04	0,00	100,0%
1200	Remuneration and allowances	623 007 500,00	1 250 383,00	624 257 883,00	621 577 766,68	621 577 766,68	0,00	2 680 116,32	99,6%
1202	Paid overtime	248 000,00	0,00	248 000,00	60 000,00	45 042,55	14 957,45	188 000,00	24,2%
1204	Entitlements on entering the service, transfers and leaving the service	2 950 000,00	475 000,00	3 425 000,00	3 425 000,00	3 208 365,39	216 634,61	0,00	100,0%
1220	Allowances for staff retired or placed on leave in the interests of the service	1 100 000,00	- 340 000,00	760 000,00	757 433,06	757 433,06	0,00	2 566,94	99,7%
1222	Allowances for staff whose service is terminated and	0,00	0,00	0,00	0,00	0,00	0,00	0,00	-



**ANNEX 3 - IMPLEMENTATION OF APPROPRIATIONS DURING 2016**

Item	Heading	Initial appropriations	Transfers / Amending Budget	Final appropriations	Amount committed	Amount paid	Commitments carried over to the following year	Appropriations cancelled	Used
		(1)	(2)	(3) = (1) + (2)	(4)	(5)	(6) = (4) - (5)	(7) = (3) - (4)	(8) = (4) / (3)
	special retirement scheme for officials and temporary staff								
1400	Other staff	64 301 000,00	- 1 050 000,00	63 251 000,00	63 001 439,16	63 001 439,16	0,00	249 560,84	99,6%
1402	Expenditure on interpretation	45 125 000,00	3 520 000,00	48 645 000,00	48 598 750,00	44 998 572,29	3 600 177,71	46 250,00	99,9%
1404	Graduate traineeships, grants and exchanges of officials	7 185 000,00	0,00	7 185 000,00	7 033 669,67	6 853 158,47	180 511,20	151 330,33	97,9%
1406	Observers	0,00	0,00	0,00	0,00	0,00	0,00	0,00	-
1420	External translation services	8 890 000,00	- 1 500 000,00	7 390 000,00	6 917 291,98	5 868 340,42	1 048 951,56	472 708,02	93,6%
1610	Recruitment costs	254 000,00	200 000,00	454 000,00	273 500,00	207 554,98	65 945,02	180 500,00	60,2%
1612	Professional training	6 200 000,00	- 320 000,00	5 880 000,00	5 535 265,36	2 852 897,82	2 682 367,54	344 734,64	94,1%
1630	Social welfare	784 000,00	- 315 000,00	469 000,00	418 323,17	273 821,72	144 501,45	50 676,83	89,2%
1631	Mobility	754 000,00	- 284 000,00	470 000,00	448 687,52	336 908,97	111 778,55	21 312,48	95,5%
1632	Social contacts between members of staff and other social measures	238 000,00	0,00	238 000,00	238 000,00	238 000,00	0,00	0,00	100,0%
1650	Medical Service	1 250 000,00	- 150 000,00	1 100 000,00	1 095 269,68	800 313,75	294 955,93	4 730,32	99,6%
1652	Current operating expenditure for restaurants and canteens	1 365 000,00	- 750 000,00	615 000,00	615 000,00	376 566,07	238 433,93	0,00	100,0%
1654	Early Childhood Centre and approved day nurseries	6 727 500,00	- 1 196 299,00	5 531 201,00	5 517 443,89	5 438 754,73	78 689,16	13 757,11	99,8%
1655	European Parliament contribution for accredited European Schools (Type II)	200 000,00	100 000,00	300 000,00	300 000,00	300 000,00	0,00	0,00	100,0%
2000	Rent	33 058 000,00	- 73 978,00	32 984 022,00	32 913 005,98	31 525 694,64	1 387 311,34	71 016,02	99,8%
2001	Lease payments	0,00	53 500 000,00	53 500 000,00	53 500 000,00	0,00	53 500 000,00	0,00	100,0%
2003	Acquisition of immovable property	0,00	0,00	0,00	0,00	0,00	0,00	0,00	-
2005	Construction of buildings	15 770 000,00	2 216 552,00	17 986 552,00	17 788 806,93	6 597 733,46	11 191 073,47	197 745,07	98,9%

**ANNEX 3 - IMPLEMENTATION OF APPROPRIATIONS DURING 2016**

Item	Heading	Initial appropriations	Transfers / Amending Budget	Final appropriations	Amount committed	Amount paid	Commitments carried over to the following year	Appropriations cancelled	Used
		(1)	(2)	(3) = (1) + (2)	(4)	(5)	(6) = (4) - (5)	(7) = (3) - (4)	(8) = (4) / (3)
2007	Fitting-out of premises	57 045 440,00	4 017 550,00	61 062 990,00	60 652 105,72	15 248 407,80	45 403 697,92	410 884,28	99,3%
2008	Other specific property management arrangements	5 256 000,00	- 2 325 059,00	2 930 941,00	2 768 631,32	1 689 074,34	1 079 556,98	162 309,68	94,5%
2022	Building maintenance, upkeep, operation and cleaning	62 944 000,00	- 10 877 293,00	52 066 707,00	51 216 628,33	35 626 849,29	15 589 779,04	850 078,67	98,4%
2024	Energy consumption	19 660 000,00	- 3 638 177,00	16 021 823,00	15 852 979,24	12 211 998,22	3 640 981,02	168 843,76	98,9%
2026	Security and surveillance of buildings	16 760 000,00	0,00	16 760 000,00	16 231 922,34	14 706 293,88	1 525 628,46	528 077,66	96,8%
2028	Insurance	680 000,00	0,00	680 000,00	675 616,73	622 831,79	52 784,94	4 383,27	99,4%
2100	Computing and telecommunications: business as usual — Operations	25 310 000,00	185 000,00	25 495 000,00	25 283 869,50	20 310 875,07	4 972 994,43	211 130,50	99,2%
2101	Computing and telecommunications: business as usual - Infrastructure	19 029 000,00	- 1 055 000,00	17 974 000,00	17 647 112,94	12 060 787,75	5 586 325,19	326 887,06	98,2%
2102	Computing and telecommunications: business as usual – General support	13 910 000,00	- 1 660 037,00	12 249 963,00	12 148 515,05	7 108 693,48	5 039 821,57	101 447,95	99,2%
2103	Computing and telecommunications: business as usual —ICT applications management	18 920 365,00	- 721 200,00	18 199 165,00	18 162 835,36	13 173 962,54	4 988 872,82	36 329,64	99,8%
2104	Computing and telecommunications: investments – Corporate infrastructure	21 824 135,00	- 1 270 000,00	20 554 135,00	20 450 327,81	4 115 326,63	16 335 001,18	103 807,19	99,5%
2105	Computing and telecommunications - Investment in projects	24 288 310,00	- 747 084,00	23 541 226,00	23 410 580,91	12 052 491,20	11 358 089,71	130 645,09	99,4%
2120	Furniture	6 014 000,00	- 3 887 000,00	2 127 000,00	2 113 970,90	936 172,67	1 177 798,23	13 029,10	99,4%
2140	Technical equipment and installations	30 868 100,00	- 2 112 000,00	28 756 100,00	27 959 839,66	12 195 762,37	15 764 077,29	796 260,34	97,2%
2160	Transport of Members, other persons and goods	6 682 000,00	- 775 112,00	5 906 888,00	5 651 673,50	5 125 545,38	526 128,12	255 214,50	95,7%

**ANNEX 3 - IMPLEMENTATION OF APPROPRIATIONS DURING 2016**

Item	Heading	Initial appropriations	Transfers / Amending Budget	Final appropriations	Amount committed	Amount paid	Commitments carried over to the following year	Appropriations cancelled	Used
		(1)	(2)	(3) = (1) + (2)	(4)	(5)	(6) = (4) - (5)	(7) = (3) - (4)	(8) = (4) / (3)
<b>2300</b>	Stationery, office supplies and miscellaneous consumables	1 756 000,00	- 353 000,00	1 403 000,00	1 379 854,69	1 042 893,08	336 961,61	23 145,31	98,4%
<b>2310</b>	Financial charges	40 000,00	- 10 000,00	30 000,00	25 001,00	17 561,38	7 439,62	4 999,00	83,3%
<b>2320</b>	Legal expenses and damages	1 110 000,00	- 250 000,00	860 000,00	520 518,18	239 569,51	280 948,67	339 481,82	60,5%
<b>2360</b>	Postage on correspondence and delivery charges	303 000,00	- 57 186,00	245 814,00	193 486,81	147 911,32	45 575,49	52 327,19	78,7%
<b>2370</b>	Removals	1 440 000,00	- 205 824,00	1 234 176,00	1 167 643,97	908 656,41	258 987,56	66 532,03	94,6%
<b>2380</b>	Other administrative expenditure	1 093 750,00	- 2 500,00	1 091 250,00	1 039 958,96	666 667,64	373 291,32	51 291,04	95,3%
<b>2390</b>	EMAS activities, including promotion, and the European Parliament's carbon offsetting scheme	250 000,00	- 80 000,00	170 000,00	104 374,20	0,00	104 374,20	65 625,80	61,4%
<b>3000</b>	Expenses for staff missions and duty travel between the three places of work	27 700 000,00	- 1 250 000,00	26 450 000,00	26 050 083,46	22 526 062,29	3 524 021,17	399 916,54	98,5%
<b>3020</b>	Reception and representation expenses	1 388 000,00	- 270 000,00	1 118 000,00	908 552,04	499 277,78	409 274,26	209 447,96	81,3%
<b>3040</b>	Miscellaneous expenditure on internal meetings	1 400 000,00	900 000,00	2 300 000,00	2 295 000,00	2 020 201,51	274 798,49	5 000,00	99,8%
<b>3042</b>	Meetings, congresses and conferences	1 795 000,00	- 307 967,00	1 487 033,00	1 332 765,90	840 432,38	492 333,52	154 267,10	89,6%
<b>3043</b>	Miscellaneous expenditure for organising parliamentary assemblies, interparliamentary delegations and other delegations	1 100 000,00	- 376 582,00	723 418,00	412 496,26	297 786,78	114 709,48	310 921,74	57,0%
<b>3049</b>	Expenditure on travel agency services	2 040 000,00	0,00	2 040 000,00	2 040 000,00	1 677 994,85	362 005,15	0,00	100,0%
<b>3200</b>	Acquisition of expertise	9 309 500,00	- 1 861 349,00	7 448 151,00	6 461 534,48	2 318 946,07	4 142 588,41	986 616,52	86,8%
<b>3210</b>	Acquisition of expertise for EPRS (European Parliamentary	8 829 000,00	- 1 307 000,00	7 522 000,00	7 273 588,77	4 535 731,94	2 737 856,83	248 411,23	96,7%

**ANNEX 3 - IMPLEMENTATION OF APPROPRIATIONS DURING 2016**

Item	Heading	Initial appropriations	Transfers / Amending Budget	Final appropriations	Amount committed	Amount paid	Commitments carried over to the following year	Appropriations cancelled	Used
		(1)	(2)	(3) = (1) + (2)	(4)	(5)	(6) = (4) - (5)	(7) = (3) - (4)	(8) = (4) / (3)
	Research Service), library and archives								
<b>3220</b>	Documentation expenditure	2 217 000,00	- 23 810,00	2 193 190,00	2 158 689,91	1 296 011,49	862 678,42	34 500,09	98,4%
<b>3230</b>	Support for democracy and capacity-building for the parliaments of third countries	1 100 000,00	- 234 480,00	865 520,00	667 638,48	526 700,76	140 937,72	197 881,52	77,1%
<b>3240</b>	Official Journal	4 373 000,00	400 000,00	4 773 000,00	4 771 838,68	4 771 838,68	0,00	1 161,32	100,0%
<b>3241</b>	Digital and traditional publications	3 771 000,00	210 000,00	3 981 000,00	3 948 122,74	2 219 276,26	1 728 846,48	32 877,26	99,2%
<b>3242</b>	Expenditure on publication, information and participation in public events	16 662 000,00	- 124 000,00	16 538 000,00	16 286 376,98	6 829 599,29	9 456 777,69	251 623,02	98,5%
<b>3243</b>	Parliamentarium — the European Parliament Visitors' Centre	6 030 000,00	0,00	6 030 000,00	5 933 212,01	1 993 056,77	3 940 155,24	96 787,99	98,4%
<b>3244</b>	Organisation and reception of groups of visitors, Euroscola programme and invitations to opinion multipliers from third countries	30 723 500,00	- 1 039 000,00	29 684 500,00	29 494 022,95	23 965 211,67	5 528 811,28	190 477,05	99,4%
<b>3245</b>	Organisation of seminars, symposia and cultural activities	5 262 000,00	- 254 000,00	5 008 000,00	4 958 082,37	3 253 635,24	1 704 447,13	49 917,63	99,0%
<b>3246</b>	Parliamentary television channel (Web TV)	5 000 000,00	0,00	5 000 000,00	4 998 418,55	2 648 101,46	2 350 317,09	1 581,45	100,0%
<b>3247</b>	House of European History	6 500 000,00	- 1 010 000,00	5 490 000,00	5 075 434,39	871 122,59	4 204 311,80	414 565,61	92,4%
<b>3248</b>	Expenditure on audiovisual information	14 506 000,00	800 000,00	15 306 000,00	15 019 157,40	9 202 889,52	5 816 267,88	286 842,60	98,1%
<b>3249</b>	Information exchanges with national parliaments	250 000,00	- 106 000,00	144 000,00	111 423,44	103 923,44	7 500,00	32 576,56	77,4%
<b>3250</b>	Expenditure relating to Information Offices	900 000,00	0,00	900 000,00	831 104,62	623 017,98	208 086,64	68 895,38	92,3%
<b>4000</b>	Current administrative expenditure and expenditure relating to the political and	61 000 000,00	0,00	61 000 000,00	61 000 000,00	60 528 546,15	471 453,85	0,00	100,0%

**ANNEX 3 - IMPLEMENTATION OF APPROPRIATIONS DURING 2016**

<b>Item</b>	<b>Heading</b>	<b>Initial appropriations</b>	<b>Transfers / Amending Budget</b>	<b>Final appropriations</b>	<b>Amount committed</b>	<b>Amount paid</b>	<b>Commitments carried over to the following year</b>	<b>Appropriations cancelled</b>	<b>Used</b>
		(1)	(2)	(3) = (1) + (2)	(4)	(5)	(6) = (4) - (5)	(7) = (3) - (4)	(8) = (4) / (3)
	information activities of the political groups and non-attached Members								
<b>4020</b>	Financing of European political parties	31 400 000,00	- 824 985,00	30 575 015,00	30 575 015,00	24 460 012,00	6 115 003,00	0,00	100,0%
<b>4030</b>	Funding of European political foundations	18 700 000,00	- 322 844,00	18 377 156,00	18 377 156,00	14 701 724,80	3 675 431,20	0,00	100,0%
<b>4220</b>	Parliamentary assistance	202 140 000,00	- 7 000 000,00	195 140 000,00	194 405 138,69	186 806 550,95	7 598 587,74	734 861,31	99,6%
<b>4400</b>	Cost of meetings and other activities of former Members	210 000,00	0,00	210 000,00	210 000,00	210 000,00	0,00	0,00	100,0%
<b>4420</b>	Cost of meetings and other activities of the European Parliamentary Association	210 000,00	0,00	210 000,00	210 000,00	210 000,00	0,00	0,00	100,0%
<b>10 1</b>	CONTINGENCY RESERVE	6 000 000,00	- 6 000 000,00	0,00	0,00	0,00	0,00	0,00	-
<b>T O T A L</b>		<b>1 838 388 600,00</b>	<b>225 383,00</b>	<b>1 838 613 983,00</b>	<b>1 823 844 172,25</b>	<b>1 538 531 526,83</b>	<b>285 312 645,42</b>	<b>14 769 810,75</b>	<b>99,2%</b>

**ANNEX 4 - IMPLEMENTATION OF APPROPRIATIONS CARRIED OVER AUTOMATICALLY FROM THE PREVIOUS YEAR**

Item	Heading	Appropriations carried over automatically from year N-1	Payments against automatic carryovers	Appropriations cancelled	Used
		(1)	(2)	(3) = (1) - (2)	(4) = (2) / (1)
1004	Ordinary travel expenses	12 453 484,39	8 948 390,54	3 505 093,85	71,9%
1005	Other travel expenses	1 873 799,00	1 273 307,84	600 491,16	68,0%
1050	Language and computer courses	31 421,60	31 421,60	0,00	100,0%
1202	Paid overtime	25 315,34	25 315,34	0,00	100,0%
1204	Entitlements on entering the service, transfers and leaving the service	69 313,57	69 313,57	0,00	100,0%
1402	Expenditure on interpretation	4 205 876,47	4 118 747,57	87 128,90	97,9%
1404	Graduate traineeships, grants and exchanges of officials	91 884,87	87 897,31	3 987,56	95,7%
1420	External translation services	895 696,86	890 874,09	4 822,77	99,5%
1610	Recruitment costs	79 560,10	62 084,62	17 475,48	78,0%
1612	Professional training	2 193 659,58	1 981 032,01	212 627,57	90,3%
1630	Social welfare	257 674,70	123 845,52	133 829,18	48,1%
1631	Mobility	297 058,27	286 205,43	10 852,84	96,3%
1632	Social contacts between members of staff and other social measures	241,29	241,29	0,00	100,0%
1650	Medical Service	206 611,40	192 780,34	13 831,06	93,3%
1652	Current operating expenditure for restaurants and canteens	27 735,20	27 735,20	0,00	100,0%
1654	Early Childhood Centre and approved day nurseries	252 853,74	165 307,54	87 546,20	65,4%
1655	European Parliament contribution for accredited Type II European Schools	9 783,60	0,00	9 783,60	0,0%
2000	Rent	1 479 439,57	1 412 906,70	66 532,87	95,5%
2001	Lease payments	71 576 029,99	71 576 029,99	0,00	100,0%
2005	Construction of buildings	13 434 686,56	11 059 071,00	2 375 615,56	82,3%
2007	Fitting-out of premises	31 050 124,99	29 337 323,76	1 712 801,23	94,5%
2008	Other specific property management arrangements	2 217 978,29	1 772 776,68	445 201,61	79,9%
2022	Building maintenance, upkeep, operation and cleaning	23 400 387,15	20 842 333,28	2 558 053,87	89,1%
2024	Energy consumption	2 725 099,38	2 348 857,96	376 241,42	86,2%
2026	Security and surveillance of buildings	1 624 763,50	1 419 986,50	204 777,00	87,4%

**ANNEX 4 - IMPLEMENTATION OF APPROPRIATIONS CARRIED OVER AUTOMATICALLY FROM THE PREVIOUS YEAR**

<b>Item</b>	<b>Heading</b>	<b>Appropriations carried over automatically from year N-1</b>	<b>Payments against automatic carryovers</b>	<b>Appropriations cancelled</b>	<b>Used</b>
		(1)	(2)	(3) = (1) - (2)	(4) = (2) / (1)
<b>2028</b>	Insurance	28 483,77	1 427,90	27 055,87	5,0%
<b>2100</b>	Computing and telecommunications: business as usual - Operations	4 620 960,19	4 332 150,56	288 809,63	93,8%
<b>2101</b>	Computing and telecommunications: business as usual - Infrastructure	4 758 377,63	4 648 939,92	109 437,71	97,7%
<b>2102</b>	Computing and telecommunications: business as usual - General support	5 259 807,98	5 245 935,59	13 872,39	99,7%
<b>2103</b>	Computing and telecommunications: business as usual - ICT applications management	5 354 599,98	5 312 654,51	41 945,47	99,2%
<b>2104</b>	Computing and telecommunications: investments - Corporate infrastructure	15 155 078,42	15 039 408,47	115 669,95	99,2%
<b>2105</b>	Computing and telecommunications - Investment in projects	5 627 096,16	5 404 239,37	222 856,79	96,0%
<b>2120</b>	Furniture	1 295 866,58	1 271 950,21	23 916,37	98,2%
<b>2140</b>	Technical equipment and installations	11 132 881,74	10 543 510,72	589 371,02	94,7%
<b>2160</b>	Transport of Members, other persons and goods	675 796,87	585 167,03	90 629,84	86,6%
<b>2300</b>	Stationery, office supplies and miscellaneous consumables	267 059,50	244 265,28	22 794,22	91,5%
<b>2310</b>	Financial charges	3 636,42	2 694,71	941,71	74,1%
<b>2320</b>	Legal expenses and damages	326 155,61	172 436,56	153 719,05	52,9%
<b>2360</b>	Postage on correspondence and delivery charges	57 441,09	37 933,87	19 507,22	66,0%
<b>2370</b>	Removals	81 150,02	75 772,18	5 377,84	93,4%
<b>2380</b>	Other administrative expenditure	228 634,96	177 570,96	51 064,00	77,7%
<b>2390</b>	EMAS activities, including promotion, and the European Parliament's carbon offsetting scheme	12 661,40	12 661,40	0,00	100,0%
<b>3000</b>	Expenses for staff missions and duty travel between the three places of work	3 083 941,74	2 665 731,76	418 209,98	86,4%
<b>3020</b>	Reception and representation expenses	193 380,46	114 427,25	78 953,21	59,2%
<b>3040</b>	Miscellaneous expenditure on internal meetings	568 131,75	568 131,75	0,00	100,0%
<b>3042</b>	Meetings, congresses and conferences	480 701,88	320 926,25	159 775,63	66,8%
<b>3043</b>	Miscellaneous expenditure for organising parliamentary assemblies, interparliamentary delegations and other delegations	132 280,07	91 964,94	40 315,13	69,5%

**ANNEX 4 - IMPLEMENTATION OF APPROPRIATIONS CARRIED OVER AUTOMATICALLY FROM THE PREVIOUS YEAR**

<b>Item</b>	<b>Heading</b>	<b>Appropriations carried over automatically from year N-1</b>	<b>Payments against automatic carryovers</b>	<b>Appropriations cancelled</b>	<b>Used</b>
		(1)	(2)	(3) = (1) - (2)	(4) = (2) / (1)
<b>3049</b>	Expenditure on travel agency services	355 703,93	350 201,18	5 502,75	98,5%
<b>3200</b>	Acquisition of expertise	4 537 014,07	4 309 646,71	227 367,36	95,0%
<b>3210</b>	Acquisition of expertise for the European Parliamentary Research Service, the Library and the Archives	2 742 173,60	2 527 054,18	215 119,42	92,2%
<b>3220</b>	Documentation expenditure	812 246,72	787 542,48	24 704,24	97,0%
<b>3230</b>	Support for democracy and capacity-building for the parliaments of third countries	217 581,47	144 844,02	72 737,45	66,6%
<b>3241</b>	Digital and traditional publications	1 041 692,67	1 021 796,31	19 896,36	98,1%
<b>3242</b>	Expenditure on publication, information and participation in public events	8 762 474,27	8 338 308,63	424 165,64	95,2%
<b>3243</b>	Parlamentarium - the European Parliament Visitors' Centre	4 584 134,38	4 516 885,39	67 248,99	98,5%
<b>3244</b>	Organisation and reception of groups of visitors, Euroscola programme and invitations to opinion multipliers from third countries	6 807 006,63	6 200 657,40	606 349,23	91,1%
<b>3245</b>	Organisation of seminars, symposia and cultural activities	1 794 935,39	1 633 054,17	161 881,22	91,0%
<b>3246</b>	Parliamentary television channel (Web TV)	1 945 316,94	1 868 714,19	76 602,75	96,1%
<b>3247</b>	House of European History	6 536 484,83	5 375 965,02	1 160 519,81	82,2%
<b>3248</b>	Expenditure on audiovisual information	4 066 591,02	3 859 967,97	206 623,05	94,9%
<b>3249</b>	Information exchanges with national parliaments	13 000,00	8 027,22	4 972,78	61,7%
<b>3250</b>	Expenditure relating to Information Offices	170 789,71	140 949,98	29 839,73	82,5%
<b>4000</b>	Current administrative expenditure and expenditure relating to the political and information activities of the political groups and non-attached Members	267 241,88	251 464,42	15 777,46	94,1%
<b>4020</b>	Financing of European political parties	5 582 775,80	3 732 090,15	1 850 685,65	66,9%
<b>4030</b>	Funding of European political foundations	3 212 139,80	2 161 212,35	1 050 927,45	67,3%
<b>4220</b>	Parliamentary assistance	6 050 000,00	5 847 353,77	202 646,23	96,7%
<b>TOTAL</b>		<b>289 323 906,74</b>	<b>267 999 422,41</b>	<b>21 324 484,33</b>	<b>92,6%</b>



**ANNEX 5 - IMPLEMENTATION OF APPROPRIATIONS FROM INTERNAL ASSIGNED REVENUE**

<b>Item</b>	<b>Heading</b>	<b>Appropriations from assigned revenue carried over from 2015</b>	<b>2016 commitments against appropriations from assigned revenue carried over from 2015</b>	<b>2016 payments against appropriations from assigned revenue carried over from 2015</b>	<b>Appropriations from 2015 assigned revenue not committed in 2016*</b>	<b>Appropriations from 2016 assigned revenue</b>	<b>Commitments against appropriations from 2016 assigned revenue</b>	<b>2016 payments against appropriations from 2016 assigned revenue</b>	<b>Carryover to 2017 of appropriations from 2016 assigned revenue</b>
		(1)	(2)	(3)	(4) = (1) - (2)	(5)	(6)	(7)	(8) = (5) - (6)
<b>1000</b>	Salaries	-	-	-	-	13 311,25	13 311,25	13 311,25	0,00
<b>1004</b>	Ordinary travel expenses	-	-	-	-	9 270,00	9 270,00	9 270,00	0,00
<b>1006</b>	General expenditure allowance	-	-	-	-	178 727,56	0,00	0,00	178 727,56
<b>1010</b>	Accident and sickness insurance and other social security charges	-	-	-	-	355 014,23	355 014,23	272 192,60	0,00
<b>1012</b>	Specific measures to assist disabled Members	-	-	-	-	0,00	0,00	0,00	0,00
<b>1020</b>	Transitional allowances	1 042,62	1 042,62	1 042,62	0,00	0,00	0,00	0,00	0,00
<b>1030</b>	Retirement pensions (PEAM)	21 436,95	21 436,95	21 436,95	0,00	159 254,00	148 188,14	148 188,14	11 065,86
<b>1031</b>	Invalidity pensions (PEAM)	974,55	974,55	974,55	0,00	315,96	315,96	315,96	0,00
<b>1032</b>	Survivors' pensions (PEAM)	6 501,59	6 501,59	6 501,59	0,00	14 691,43	13 651,43	13 651,43	1 040,00
<b>1033</b>	Optional pension scheme for Members	-	-	-	-	0,00	0,00	0,00	0,00
<b>1200</b>	Remuneration and allowances	17 553,98	17 553,98	17 553,98	0,00	382 395,92	303 825,58	303 825,58	78 570,34
<b>1400</b>	Other staff	525 899,55	525 899,55	525 899,55	0,00	4 479 298,83	3 003 760,53	3 003 760,53	1 475 538,30
<b>1402</b>	Expenditure on interpretation	1 709 953,66	1 709 953,66	1 709 953,66	0,00	3 165 181,17	3 017 561,17	1 181 658,13	147 620,00
<b>1404</b>	Graduate traineeships, grants and exchanges of officials	-	-	-	-	3 136,15	3 100,15	3 100,15	36,00
<b>1420</b>	External translation services	31 716,42	31 709,57	29 516,78	6,85	54 571,52	0,00	0,00	54 571,52
<b>1630</b>	Social welfare	60 736,27	60 736,27	60 736,27	0,00	60 437,31	30 247,98	15 378,98	30 189,33
<b>1632</b>	Social contacts between members of staff and other social measures	-	-	-	-	541 838,22	541 103,21	486 403,94	735,01

**ANNEX 5 - IMPLEMENTATION OF APPROPRIATIONS FROM INTERNAL ASSIGNED REVENUE**

<b>Item</b>	<b>Heading</b>	<b>Appropriations from assigned revenue carried over from 2015</b>	<b>2016 commitments against appropriations from assigned revenue carried over from 2015</b>	<b>2016 payments against appropriations from assigned revenue carried over from 2015</b>	<b>Appropriations from 2015 assigned revenue not committed in 2016*</b>	<b>Appropriations from 2016 assigned revenue</b>	<b>Commitments against appropriations from 2016 assigned revenue</b>	<b>2016 payments against appropriations from 2016 assigned revenue</b>	<b>Carryover to 2017 of appropriations from 2016 assigned revenue</b>
		(1)	(2)	(3)	(4) = (1) - (2)	(5)	(6)	(7)	(8) = (5) - (6)
<b>1652</b>	Current operating expenditure for restaurants and canteens	1 496 612,25	1 496 612,25	1 090 763,29	0,00	1 803 589,12	0,00	0,00	1 803 589,12
<b>1654</b>	Early Childhood Centre and approved day nurseries	1 790 347,37	1 789 347,37	1 754 370,03	1 000,00	4 281 499,46	2 534 936,40	1 334 379,87	1 746 563,06
<b>2000</b>	Rent	3 195 722,93	482 995,22	465 163,22	2 712 727,71**	4 865 039,83	0,00	0,00	4 865 039,83
<b>2001</b>	Lease payments				**	0,00	0,00	0,00	0,00
<b>2003</b>	Acquisition of immovable property	0,18	0,00	0,00	0,18	13 353,89	0,00	0,00	13 353,89
<b>2005</b>	Construction of buildings	1 188 448,00	1 158 448,00	0,00	30 000,00	1 414 500,00	1 184 600,00	186 569,55	229 900,00
<b>2007</b>	Fitting-out of premises	126 597,61	119 960,82	55 211,52	6 636,79	1 126 811,21	1 821,89	0,00	1 124 989,32
<b>2008</b>	Other specific property management arrangements	151 008,64	151 008,64	19 724,35	0,00	58 112,40	5 722,60	0,00	52 389,80
<b>2022</b>	Building maintenance, upkeep, operation and cleaning	734 201,78	722 279,73	507 636,52	11 922,05	342 434,99	38 151,98	3 372,00	304 283,01
<b>2024</b>	Energy consumption	137 010,75	116 357,30	116 357,30	20 653,45	1 480 038,83	10 353,00	0,00	1 469 685,83
<b>2026</b>	Security and surveillance of buildings	94 762,40	94 762,40	94 762,40	0,00	186 227,71	117 807,00	117 807,00	68 420,71
<b>2028</b>	Insurance	-	-	-	-	5 523,67	0,00	0,00	5 523,67
<b>2100</b>	Computing and telecommunications: business as usual — Operations	277 834,25	277 834,25	277 834,25	0,00	407 941,59	118 453,54	104 253,54	289 488,05
<b>2101</b>	Computing and telecommunications: business as usual - Infrastructure	183 027,18	183 027,18	134 825,02	0,00	66 640,00	0,00	0,00	66 640,00

**ANNEX 5 - IMPLEMENTATION OF APPROPRIATIONS FROM INTERNAL ASSIGNED REVENUE**

<b>Item</b>	<b>Heading</b>	<b>Appropriations from assigned revenue carried over from 2015</b>	<b>2016 commitments against appropriations from assigned revenue carried over from 2015</b>	<b>2016 payments against appropriations from assigned revenue carried over from 2015</b>	<b>Appropriations from 2015 assigned revenue not committed in 2016*</b>	<b>Appropriations from 2016 assigned revenue</b>	<b>Commitments against appropriations from 2016 assigned revenue</b>	<b>2016 payments against appropriations from 2016 assigned revenue</b>	<b>Carryover to 2017 of appropriations from 2016 assigned revenue</b>
		(1)	(2)	(3)	(4) = (1) - (2)	(5)	(6)	(7)	(8) = (5) - (6)
<b>2102</b>	Computing and telecommunications: business as usual – General support	-	-	-	-	75 125,00	0,00	0,00	75 125,00
<b>2103</b>	Computing and telecommunications: business as usual —ICT applications management	-	-	-	-	30 112,50	0,00	0,00	30 112,50
<b>2104</b>	Computing and telecommunications: investments – Corporate infrastructure	409 026,62	405 427,80	391 860,58	3 598,82	75 197,67	0,00	0,00	75 197,67
<b>2105</b>	Computing and telecommunications - Investment in projects	2 596,65	2 596,65	2 596,65	0,00	28 496,25	0,00	0,00	28 496,25
<b>2120</b>	Furniture	55 440,00	55 124,25	55 124,25	315,75	187 500,00	0,00	0,00	187 500,00
<b>2140</b>	Technical equipment and installations	112 817,96	112 817,96	44 372,35	0,00	56 056,32	16 089,70	0,00	39 966,62
<b>2160</b>	Transport of Members, other persons and goods	17 902,03	17 405,70	12 905,12	496,33	149 855,47	61 996,00	0,00	87 859,47
<b>2300</b>	Stationery, office supplies and miscellaneous consumables	515,06	515,06	515,06	0,00	23 268,51	19 810,82	19 810,82	3 457,69
<b>2320</b>	Legal expenses and damages	4 529,32	3 714,75	3 714,75	814,57	230,63	0,00	0,00	230,63
<b>2360</b>	Postage on correspondence and delivery charges	11 809,92	11 809,92	9 208,80	0,00	30 406,37	14 000,00	13 000,00	16 406,37
<b>2370</b>	Removals	-	-	-	-	0,00	0,00	0,00	0,00
<b>2380</b>	Other administrative expenditure	162,00	0,00	0,00	162,00	0,00	0,00	0,00	0,00

**ANNEX 5 - IMPLEMENTATION OF APPROPRIATIONS FROM INTERNAL ASSIGNED REVENUE**

<b>Item</b>	<b>Heading</b>	<b>Appropriations from assigned revenue carried over from 2015</b>	<b>2016 commitments against appropriations from assigned revenue carried over from 2015</b>	<b>2016 payments against appropriations from assigned revenue carried over from 2015</b>	<b>Appropriations from 2015 assigned revenue not committed in 2016*</b>	<b>Appropriations from 2016 assigned revenue</b>	<b>Commitments against appropriations from 2016 assigned revenue</b>	<b>2016 payments against appropriations from 2016 assigned revenue</b>	<b>Carryover to 2017 of appropriations from 2016 assigned revenue</b>
		(1)	(2)	(3)	(4) = (1) - (2)	(5)	(6)	(7)	(8) = (5) - (6)
<b>3000</b>	Expenses for staff missions and duty travel between the three places of work	42 201,79	42 201,79	42 201,79	0,00	249 815,92	186 449,95	186 449,95	63 365,97
<b>3042</b>	Meetings, congresses and conferences	1 203,50	1 003,50	0,00	200,00	5 417,11	2 058,11	2 058,11	3 359,00
<b>3049</b>	Expenditure on travel agency services	50 954,59	50 954,59	50 954,59	0,00	131 328,38	54 302,04	54 302,04	77 026,34
<b>3210</b>	Acquisition of expertise for EPRS (European Parliamentary Research Service), library and archives	-	-	-	-	0,00	0,00	0,00	0,00
<b>3240</b>	Official Journal	142 000,00	142 000,00	142 000,00	0,00	-	-	-	-
<b>3241</b>	Digital and traditional publications	-	-	-	-	0,00	0,00	0,00	0,00
<b>3242</b>	Expenditure on publication, information and participation in public events	74 635,39	73 735,39	73 735,39	900,00	37 856,36	15 537,00	15 537,00	22 319,36
<b>3243</b>	Parlamentarium — the European Parliament Visitors' Centre	965,00	0,00	0,00	965,00	114 274,83	113 053,27	17 516,42	1 221,56
<b>3244</b>	Organisation and reception of groups of visitors, Euroscola programme and invitations to opinion multipliers from third countries	81 614,25	81 614,25	81 614,25	0,00	346 977,54	36 309,46	36 309,46	310 668,08
<b>3245</b>	Organisation of seminars, symposia and cultural activities	13 141,02	13 141,02	13 141,02	0,00	37 275,94	33 819,03	33 388,16	3 456,91
<b>3247</b>	House of European History	-	-	-	-	800 000,00	0,00	0,00	800 000,00

**ANNEX 5 - IMPLEMENTATION OF APPROPRIATIONS FROM INTERNAL ASSIGNED REVENUE**

<b>Item</b>	<b>Heading</b>	<b>Appropriations from assigned revenue carried over from 2015</b>	<b>2016 commitments against appropriations from assigned revenue carried over from 2015</b>	<b>2016 payments against appropriations from assigned revenue carried over from 2015</b>	<b>Appropriations from 2015 assigned revenue not committed in 2016*</b>	<b>Appropriations from 2016 assigned revenue</b>	<b>Commitments against appropriations from 2016 assigned revenue</b>	<b>2016 payments against appropriations from 2016 assigned revenue</b>	<b>Carryover to 2017 of appropriations from 2016 assigned revenue</b>
		(1)	(2)	(3)	(4) = (1) - (2)	(5)	(6)	(7)	(8) = (5) - (6)
<b>3248</b>	Expenditure on audiovisual information	8 221,30	8 221,30	0,00	0,00	1 000,00	1 000,00	0,00	0,00
<b>4000</b>	Current administrative expenditure and expenditure relating to the political and information activities of the political groups and non-attached Members	28 479,88	28 479,88	28 479,88	0,00	1 953 662,78	0,00	0,00	1 953 662,78
<b>4220</b>	Parliamentary assistance	726 373,73	726 373,73	726 373,73	0,00	786 772,71	26 865,17	26 865,17	759 907,54
<b>Total appropriations from revenue from lettings - Items 2000 and 2001 (Art. 14(b) and Art. 21(3)(g) FR)</b>		<b>3 195 722,93</b>	<b>482 995,22</b>	<b>465 163,22</b>	<b>2 712 727,71**</b>	<b>1 427 853,89</b>	<b>1 184 600,00</b>	<b>186 569,55</b>	<b>243 253,89</b>
<b>Total appropriations from revenue from other sources</b>		<b>10 340 256,01</b>	<b>10 262 584,22</b>	<b>8 103 898,84</b>	<b>77 671,79</b>	<b>29 161 932,65</b>	<b>10 847 886,59</b>	<b>7 416 106,23</b>	<b>18 314 046,06</b>
<b>Total appropriations from internal assigned revenue</b>		<b>13 535 978,94</b>	<b>10 745 579,44</b>	<b>8 569 062,06</b>	<b>2 790 399,50</b>	<b>30 589 786,54</b>	<b>12 032 486,59</b>	<b>7 602 675,78</b>	<b>18 557 299,95</b>

\* These non-committed appropriations cannot be carried over to 2017 and will be cancelled, except for internal assigned revenue from lettings (Items 2000 and 2001), which is carried over automatically (Art. 14(b) and Art. 21(3)(g) FR).

\*\* This amount will be carried over to 2017 pursuant to Art. 14(b) and Art. 21(3)(g) FR.

**ANNEX 6 - REVENUE IN 2016**

Article/ Item	Heading	Forecast of revenue 2016	Established entitlements 2016	Entitlements carried over from 2015	Entitlements carried over from 2015 and cancelled in 2016	Total entitlements	Revenue received on entitlements 2016	Revenue received on entitlements carried over from 2015	Total revenue received	Balance to be recovered (carried over to 2017)
		(1)	(2)	(3)	(4)	(5) = (2) + (3) + (4)	(6)	(7)	(8) = (6) + (7)	(9) = (5) - (8)
400	Proceeds from taxation on the salaries, wages and allowances of Members of the institution, officials, other servants and persons in receipt of a pension	73 484 272,00	71 635 418,23	0,00	0,00	71 635 418,23	71 635 418,23	0,00	71 635 418,23	0,00
403	Proceeds from the temporary contribution from the salaries of Members of the institution, officials and other servants in active employment	0,00	13 615,62	0,00	0,00	13 615,62	13 615,62	0,00	13 615,62	0,00
404	Proceeds from the special levy and the solidarity levy on the salaries of Members of the institution, officials and other servants in active employment	10 797 731,00	10 602 055,03	0,00	0,00	10 602 055,03	10 602 055,03	0,00	10 602 055,03	0,00
410	Staff contributions to the pension scheme	59 667 459,00	61 138 636,38	0,00	0,00	61 138 636,38	61 138 636,38	0,00	61 138 636,38	0,00
411	Transfer or repayment of pension rights by staff	9 100 000,00	7 294 721,68	4 491,89	0,00	7 299 213,57	7 294 721,68	0,00	7 294 721,68	4 491,89
412	Contributions to the pension scheme by officials and temporary staff on leave on personal grounds	10 000,00	8 795,10	13 300,76	0,00	22 095,86	8 795,10	13 300,76	22 095,86	0,00

## ANNEX 6 - REVENUE IN 2016

Article/ Item	Heading	Forecast of revenue 2016	Established entitlements 2016	Entitlements carried over from 2015	Entitlements carried over from 2015 and cancelled in 2016	Total entitlements	Revenue received on entitlements 2016	Revenue received on entitlements carried over from 2015	Total revenue received	Balance to be recovered (carried over to 2017)
		(1)	(2)	(3)	(4)	(5) = (2) + (3) + (4)	(6)	(7)	(8) = (6) + (7)	(9) = (5) - (8)
5001	Proceeds from the sale of other movable property - Assigned revenue	0,00	589,00	0,00	0,00	589,00	589,00	0,00	589,00	0,00
5002	Proceeds from the supply of goods to other institutions or bodies - Assigned revenue	0,00	189 019,69	0,00	0,00	189 019,69	188 857,69	0,00	188 857,69	162,00
5110	Proceeds from letting and subletting immovable property - Assigned revenue	0,00	2 862 608,05	19 012,46	0,00	2 881 620,51	2 851 365,70	8 251,80	2 859 617,50	22 003,01
5111	Reimbursement of charges connected with lettings - Assigned revenue	0,00	52 512,02	78 881,51	- 1 612,20	129 781,33	52 512,02	77 194,31	129 706,33	75,00
520	Revenue from investments or loans granted, bank and other interest on the institution's accounts	410 000,00	23 473,03	0,00	0,00	23 473,03	23 473,03	0,00	23 473,03	0,00
550	Revenue from the supply of services and work to other institutions or bodies, including refunds by other institutions or bodies of mission allowances paid on their behalf - Assigned revenue	0,00	4 981 271,88	231 802,00	- 100 986,00	5 112 087,88	4 827 892,19	130 816,00	4 958 708,19	153 379,69

## ANNEX 6 - REVENUE IN 2016

Article/ Item	Heading	Forecast of revenue 2016	Established entitlements 2016	Entitlements carried over from 2015	Entitlements carried over from 2015 and cancelled in 2016	Total entitlements	Revenue received on entitlements 2016	Revenue received on entitlements carried over from 2015	Total revenue received	Balance to be recovered (carried over to 2017)
		(1)	(2)	(3)	(4)	(5) = (2) + (3) + (4)	(6)	(7)	(8) = (6) + (7)	(9) = (5) - (8)
551	Revenue from third parties in respect of services supplied or work carried out at their request - Assigned revenue	0,00	710 443,50	43 147,00	- 1 760,00	751 830,50	542 260,60	41 387,00	583 647,60	168 182,90
570	Revenue arising from the repayment of amounts wrongly paid - Assigned revenue	0,00	4 997 293,11	1 049 080,00	- 167 327,80	5 879 045,31	3 830 516,25	44 186,87	3 874 703,12	2 004 342,19
573	Other contributions and refunds in connection with the administrative operation of the institution - Assigned revenue	0,00	3 608 397,20	24 518,22	0,00	3 632 915,42	3 274 359,96	24 518,22	3 298 878,18	334 037,24
581	Revenue from insurance payments received - Assigned revenue	0,00	269 261,65	6 012,16	0,00	275 273,81	215 805,85	1 692,20	217 498,05	57 775,76
6600	Other assigned contributions and refunds - Assigned revenue	0,00	14 151 826,05	18 909 187,86	- 892 933,76	32 168 080,15	12 605 261,47	1 872 319,41	14 477 580,88	17 690 499,27
900	Miscellaneous revenue	1 000,00	3 229 943,17	784 409,66	- 779 528,32	3 234 824,51	2 058 630,96	3 079,86	2 061 710,82	1 173 113,69
	<b>T O T A L</b>	<b>153 470 462,00</b>	<b>185 769 880,39</b>	<b>21 163 843,52</b>	<b>-1 944 291,88</b>	<b>204 989 575,83</b>	<b>181 164 766,76</b>	<b>2 216 746,43</b>	<b>183 381 513,19</b>	<b>21 608 062,64</b>