



EUROPEAN COMMISSION
Executive Agency for Small and Medium-sized Enterprises (EASME)

FINAL ANNUAL ACCOUNTS OF THE EXECUTIVE AGENCY FOR SMALL AND MEDIUM-SIZED ENTERPRISES (EASME)

Financial Year 2019

**Financial Statements
Reports on the budget implementation**

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CERTIFICATE AND STATEMENT OF THE DIRECTOR

CERTIFICATE

The annual accounts of the Executive Agency for Small and Medium-sized Enterprises (EASME) for the year 2019 have been prepared in accordance with the Financial Regulation applicable to the general budget of the European Union and the accounting rules adopted by the Commission's Accounting Officer, as are to be applied by all the institutions, agencies and joint undertakings.

I acknowledge my responsibility for the preparation and presentation of the annual accounts of the Agency in accordance with Article 68 of the Financial Regulation.

I have obtained from the Authorising Officer, who certified its reliability, all the information necessary for the production of the accounts that show the assets and liabilities of the Agency and the budgetary implementation.

I hereby certify that based on the information provided by the Authorising Officer, and on such checks as I deemed necessary to sign off the accounts, I have a reasonable assurance that the accounts present fairly, in all material aspects, the financial position, the results of the operations and the cash-flow of the Agency.

Brussels, 26/06/2020

(e-signed)

Olga Ciesielska
Accounting Officer

STATEMENT OF THE DIRECTOR

I, the undersigned, Director of the Executive Agency for Small and Medium-sized Enterprises (EASME), in my capacity as authorising officer,

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

- State that I have reasonable assurance that the resources assigned to the activities described in this report have been used for their intended purpose and in accordance with the principles of sound financial management, and that the control procedures put in place give the necessary guarantees concerning the legality and regularity of the underlying transactions.

This reasonable assurance is based on my own judgment and on the information at my disposal, such as the results of the work of ex-ante controls and the internal audits as well as the observations of the Internal Audit Service and the lessons learned from the Court of Auditors' report relative to the DAS 2018.

- Confirm that I am not aware of anything not reported here which could harm the interests of the Agency or the Commission.

Brussels, 26/06/2020

(e-signed)

Luisa Prista
Acting Director

INTRODUCTION

LEGAL BASIS

The accounts of the Executive Agency for Small and Medium-sized Enterprises (EASME), hereafter: the Agency, are kept in accordance with:

- Commission Regulation 1653/2004, of 21 September 2004, on a standard financial regulation for the executive agencies pursuant to Council Regulation 58/2003¹ laying down the Statute for executive agencies to be entrusted with certain tasks in the management of Community programmes amended by Commission Regulation 1821/2005 and by Commission Regulation 651/2008 of 9 July 2008;
- The accounting rules, methods and guidelines as adopted and provided by the Accountant of the Commission according to Regulation (EU, Euratom) No 2018/1046 of the European Parliament and of the Council of 18 July 2018, on the financial rules applicable to the general budget of the Union, amending Regulations (EU) No 1296/2013, (EU) No 1301/2013, (EU) No 1303/2013, (EU) No 1304/2013, (EU) No 1309/2013, (EU) No 1316/2013, (EU) No 223/2014, (EU) No 283/2014, and Decision No 541/2014/EU and repealing Regulation (EU, Euratom) No 966/2012 The Commission Regulation (EC) No 2909/2000 of 29 December 2000 on the accounting management of the European Communities' non-financial fixed assets.
- The 20 Accounting rules on accrual accounting adopted by the Accounting Officer of the Commission in December 2004 and last updated in January 2019.
- The European Commission's 2019 closure consolidation instructions.

BACKGROUND INFORMATION

Executive Agencies are established by the Commission in accordance with Council Regulation (EC) No 58/2003¹ with the purpose of delegating certain tasks relating to the management of Union programmes, including budget implementation. This enables the Commission to focus on its core activities and to dispose of sufficient technical expertise for the management of such programmes with the goal to achieve a more efficient implementation.

The Executive Agency for Small and Medium-sized Enterprises (EASME)² is entrusted with the management of parts of the following Union programmes:

- the Framework Programme for Research and Innovation (Horizon 2020) 2014-2020;
- the Programme for the Competitiveness of Enterprises and small and medium-sized Enterprises (COSME) 2014-2020;
- the Programme for the Environment and Climate Action (LIFE) 2014-2020;
- the European Maritime and Fisheries Fund (EMFF);

¹ Council Regulation (EC) No 58/2003 of 19 December 2002 laying down the statute for executive agencies to be entrusted with certain tasks in the management of Community programmes (OJ L 11 of 16.01.2003).

² Following the establishment of the Intelligent Energy Executive Agency (IEEA) by Commission Decision 2004/20/EC of 23 December 2003 (OJ L 5 of 9.01.2004), the Commission decided to transform the IEEA into the EACI (Commission Decision 2007/372/EC of 31 May 2007 amending Decision 2004/20/EC (OJ L 140 of 1.06.2007). End 2013, the EACI was replaced and succeeded by the EASME (Commission Implementing Decision C(2013)/771/EU) of 17 December 2013 establishing the 'Executive Agency for Small and Medium-sized Enterprises' and repealing Decisions 2004/20/EC and 2007/372/EC). The related Act of Delegation (Commission Decision C(2013)9414 delegating powers to the Executive Agency for Small and Medium-sized Enterprises with a view to performance of tasks linked to the implementation of Union programmes in the field of energy, environment, climate action, competitiveness and SMEs, research and innovation and ICT, comprising, in particular, implementation of appropriations entered in the general budget of the Union) - hereinafter referred as Act of Delegation - was adopted on 23 December 2013.

- the legacy of the Competitiveness and Innovation Programme (CIP) 2007-2013 limited to the following parts³: "Intelligent Energy Europe Programme (IEE II)" and the "Eco-innovation initiative".

The Agency's mission statement is as follows: *'We provide high quality support to our beneficiaries, turning EU policy into action. As an executive agency of the European Commission, we manage significant parts of COSME, LIFE, Horizon 2020 and EMFF. We ensure that actions funded by these programmes deliver results and provide the Commission with valuable input for its policy tasks'*.

The Agency has its own legal identity and its tasks are specified in the Act of Delegation⁴. This means that EASME implements the delegated programmes autonomously with the Director acting as Authorising Officer by Delegation (AOD). EASME, like the other Executive Agencies, implements the EU programme budgets under direct management (Article 58.1a and 62.2 of the general financial regulation). To this end, the Agency mainly awards grants through open calls for proposals while a small, but increasing share of the programmes' budgets is also implemented through procurement contracts.

The Agency has its own administrative budget for which it receives from the EU an annual subsidy (in 2019: EUR 48.597.665). The administrative budget covers the running costs of the Agency, mainly staff expenditure, office related costs, experts and other services. The EASME's Director is the Authorising Officer (AO) for this budget. He implements it under direct management.

EASME operates under full control of the Commission: it reports to the Directors-General of the parent Directorates-General (DGs) and to the Steering Committee, on the performance of the tasks assigned to the Agency. The Agency implements delegated tasks in close cooperation with its seven parent DGs: (1) DG for Internal Market, Industry, Entrepreneurship and SMEs, (2) DG for Research Science and Innovation, (3) DG for Communications Networks, Content and Technology, (4) DG for Climate Action, (5) DG for Energy, (6) DG for Environment and (7) DG for Maritime Affairs and Fisheries.

In addition to the above-mentioned stakeholders, the Agency works closely with other partners such as the Common Support Centre for Horizon 2020, Research Executive Agency (REA) for some logistic and administrative support services and an external contractor for certain tasks under the LIFE programme.

External Audit

The European Court of Auditors is required to prepare a specific annual report on the Agency in line with the requirements of Article 248 of the EC Treaty⁵.

Discharge

The European Parliament is the discharge authority within the EU. This means that, following the audit and finalisation of the annual accounts, it falls to the Council to recommend and then to the European Parliament to give a discharge to the Agency for a given financial year.

³ As from 2014 the new calls for "Enterprise Europe Network", "Your Europe Business Portal", the "European IPR Helpdesk" and the "IPorta Project" are included under the umbrella of the COSME programme.

⁴ Commission Decision C(2013)9414 of 23 December 2013.

⁵ Art. 65 of the Commission Regulation (EC) n° 1653/2004 of the 21 December 2004 on a standard regulation for the executive agencies pursuant to Council Regulation (EC) n° 58/2003 laying down the statute for executive agencies to be entrusted with certain tasks in the management of Community programmes

FINANCIAL STATEMENTS

BALANCE SHEET

EUR

	Note	31.12.2019	31.12.2018
NON-CURRENT ASSETS		1 484 708	1 619 025
Intangible assets	2.1	536	994
Tangible fixed assets	2.2	1 484 172	1 618 031
Plant and equipment		-	-
Computer hardware		36 628	63 373
Fixtures and fittings		1 383 785	1 522 876
Assets under financial lease		63 759	31 782
CURRENT ASSETS		5 187 789	4 687 465
Receivables and recoverables	2.3	83 212	127 067
Current receivables		2 231	-
Sundry receivables		65 256	47 382
Prepaid expenses		15 725	79 685
Pre-financing	2.4	-	-
Cash and cash equivalents	2.5	5 104 577	4 560 398
TOTAL ASSETS		6 672 497	6 306 490
NON-CURRENT LIABILITIES		49 535	25 826
Finance lease liabilities	2.10	49 535	25 826
CURRENT LIABILITIES		3 526 060	3 885 782
Provisions for risks and liabilities	2.6	26 125	12 375
Finance lease liabilities	2.10	16 403	7 035
Payables		3 483 532	3 866 372
Current payables	2.7	30 130	88 002
Accrued charges and deferred income	2.8	2 774 112	2 636 853
Accounts payable to consolidated EU entities	2.9	679 290	1 141 517
TOTAL LIABILITIES		3 575 595	3 911 608
NET ASSETS		3 096 902	2 394 881
Accumulated surplus/(deficit)		2 394 881	3 217 229
Economic result of the year		702 021	(822 348)

STATEMENT OF FINANCIAL PERFORMANCE

EUR

	Note	2019	2018
OPERATING REVENUE		47 945 214	42 677 772
Non-exchange revenue	3.1.1	47 942 386	42 658 385
European Union Contribution		47 942 386	42 646 133
Other non-exchange revenue		-	12 252
Exchange revenue	3.1.2	2 828	19 387
Income from non-consolidated entities		2 231	19 134
Income from consolidated entities		-	-
Gains from exchange rate differences		597	253
OPERATING EXPENSES		(47 242 070)	(43 499 745)
Staff expenditure	3.2.1	(33 689 861)	(31 565 768)
Administrative expenses with non-consolidated entities	3.2.2	(5 856 547)	(5 655 838)
Expenses with consolidated entities	3.2.3	(7 284 456)	(5 551 589)
Experts and related expenses	3.2.4	(96 200)	(447 609)
Fixed assets related expenses	3.2.5	(312 251)	(277 043)
Exchange differences		(2 755)	(1 898)
SURPLUS/(DEFICIT) FROM OPERATING ACTIVITIES		703 144	(821 973)
Financial revenue		-	-
Financial expenses	3.3	(1 123)	(375)
SURPLUS/(DEFICIT) FROM ORDINARY ACTIVITIES		702 021	(822 348)
Extraordinary gains		-	-
Extraordinary losses		-	-
SURPLUS/(DEFICIT) FROM EXTRAORDINARY ITEMS		-	-
ECONOMIC RESULT OF THE YEAR		702 021	(822 348)

CASH FLOW STATEMENT

EUR

	Note	2019	2018
Economic result of the year		702 021	(822 348)
Operating activities	4.1	(38 453)	(1 574 260)
Amortisation		458	458
Depreciation		311 793	276 585
(Increase)/Decrease in receivables and recoverables		61 729	1 201 362
(Increase)/Decrease in receivables from consolidated EU entities		(17 874)	(10 050)
(Increase)/Decrease in pre-financing		-	-
Increase/(Decrease) in provisions		13 750	(1 600)
Increase/(Decrease) in payables		53 918	(2 529 608)
Increase/(Decrease) in liabilities to consolidated EU entities		(462 227)	(511 407)
(Gains)/losses on sale of property, plant and equipment		-	-
Net cash-flow from operating activities		663 568	(2 396 608)
Investing activities	4.2	(119 389)	(60 164)
Purchase of intangible assets and property, plant and equipment		(119 389)	(60 164)
Net increase/(decrease) in cash and cash equivalents		544 179	(2 456 772)
Cash and cash equivalents at the beginning of the year		4 560 398	7 017 170
Cash and cash equivalents at year-end		5 104 577	4 560 398

STATEMENT OF CHANGES IN NET ASSETS

EUR

	Note	Accumulated Surplus/Deficit	Economic result of the year	Net Assets (Total)
Balance as at 31 December 2018		2 394 881	-	2 394 881
Changes in accounting policies		-	-	-
Balance as at 1 January 2019		2 394 881	-	2 394 881
Allocation of the economic result of previous year		-	-	-
Economic result of the year		-	702 021	702 021
Balance as at 31 December 2019		2 394 881	702 021	3 096 902

NOTES TO THE FINANCIAL STATEMENTS

1. SIGNIFICANT ACCOUNTING POLICIES

1.1. Legal basis and Accounting rules

These accounts are kept in accordance with Commission Regulation (EC) N° 1653/2004 of 21 September 2004⁶ on a standard financial regulation for the executive agencies pursuant to Council Regulation (EC) N° 58/2003. Art 2 of the standard financial regulation defines in which cases the executive agencies shall also apply the Financial Regulation applicable to the general budget of the European Communities (Regulation (EU, Euratom) N° 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 Union⁷ together with its rules of application (Commission Delegated Regulation (EU), Euratom) N° 1268/2012 of 29 October 2012).

These financial statements are prepared on the basis of the EU Accounting Rules as adopted by the Commission's Accounting Officer which adapt the International Public Sector Accounting Standards (and in some cases the International Financial Reporting Standards) to the specific environment of the EU, while the reports on implementation of the budget continue to be primarily based on movements of cash.

The accounting system of the Agency comprises general accounts and budget accounts. These accounts are kept in Euro on the basis of the calendar year. The budget accounts give a detailed picture of the implementation of the budget. They are based on the modified cash accounting principle.⁸ The general accounts allow for the preparation of the financial statements as they show all charges and income for the financial year and are designed to establish the financial position in the form of a balance sheet at 31 December.

The Agency's financial statements have been drawn up using the methods of preparation as set out in the accounting rules laid down by the European Commission's Accounting Officer.

1.2. Accounting principles

The objectives of the financial statements are to provide information about the financial position, performance and cash flows of an entity that is useful to a wide range of users. For a public sector entity such as the Agency, the objectives are more specifically to provide information useful for decision making, and to demonstrate the accountability of the entity for the resources entrusted to it.

Article 53 of the standard financial regulation for executive agencies (Commission Regulation (EC) N° 1653/2004 amended by Commission Regulation (EC) N° 651/2008) sets out the accounting principles to be applied in drawing up the financial statements:

Going-concern principle

When preparing financial statements an assessment of an entity's ability to continue as a going concern shall be made. Financial statements shall be prepared on a going concern basis unless there is an intention to liquidate the entity or to cease operating, or if there is no realistic alternative but to do

⁶ Amended by Commission Regulation (EC) No 651/2008 of 9th July 2008

⁷ Repealing Council Regulation (EC, Euratom) No 1605/2002

⁸ This differs from cash-based accounting because of elements such as carryovers.

so. These financial statements have been prepared in accordance with the going concern principle, which means that the Agency is deemed to have been established for an indefinite duration.

Principle of prudence

The principle of prudence implies that assets and income shall not be overstated and liabilities and charges shall not be understated. However, the principle of prudence does not allow the creation of hidden reserves or undue provisions.

Principle of consistent accounting methods

The principle of consistent accounting methods means that the structure of the components of the financial statements and the accounting methods and valuation rules may not be changed from one year to the next.

The Agency's accounting officer may not depart from the principle of consistent accounting methods other than in exceptional circumstances, in particular:

- (a) in the event of a significant change in the nature of the entity's operations;
- (b) where the change made is for the sake of a more appropriate presentation of the accounting operations.

Principle of comparability of information

The principle of comparability of information means that for each item the financial statements shall also show the amount of the corresponding item the previous year.

Where, the presentation or the classification of one of the components of the financial statements is changed, the corresponding amounts for the previous year shall be made comparable and reclassified. Where it is impossible to reclassify items, this shall be explained in the annex to the financial statements.

Principle of materiality

The materiality principle means that all operations which are of significance for the information sought shall be taken into account in the financial statements. Materiality shall be assessed in particular by reference to the nature of the transaction or the amount.

Transactions may be aggregated where:

- (a) the transactions are identical in nature, even if the amounts are large;
- (b) the amounts are negligible;
- (c) aggregation makes for clarity in the financial statements.

Principle of no-netting

The no-netting principle means that receivables and debts may not be offset against each other, nor may charges and income, except when offsetting reflects the substance of the transaction or other event.

Principle of reality over appearance

The principle of reality over appearance means that accounting events recorded in the financial statements shall be presented by reference to their economic nature.

Accrual-based accounting principle

In order to meet their objectives, financial statements are prepared on the accrual basis of accounting. Under this basis, the effects of transactions and other events are recognised when they occur (and not as cash or its equivalent is received or paid) and they are recorded in the accounting records and reported in the financial statements of the periods to which they relate.

Exception to the accounting principles

Where, in a specific case, the accounting officer considers that an exception should be made to the content of one of the accounting principles defined above this exception must be duly substantiated and reported in the annex to the financial statements.

1.3. Basis of preparation

1.3.1. Currency and basis for conversion

Functional and reporting currency

The financial statements are presented in euros, which is the functional and reporting currency of the EU and of the Agency.

Transactions and balances

Foreign currency transactions are recorded using the exchange rates prevailing at the dates of the transactions.

Foreign exchange gains and losses resulting from the settlement of foreign currency transactions and from the translation of monetary items in foreign currency into euros at year-end are recognised in the statement of financial performance.

Chart of Accounts

The chart of accounts used by the Agency follows the structure of the chart of accounts of the European Commission (PCUE).

Use of estimates

Preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect reported amounts presented and disclosed in the Financial Statements of the Agency. Significant estimates and assumptions in these financial statements require judgment and are used for, but not limited to, accrued income and charges, provisions, contingent assets and liabilities. Actual results reported in future periods may be different from these estimates. Changes in estimates are reflected in the period in which they become known.

1.4. Balance Sheet

Assets are resources controlled by the Agency as a result of past events and from which future economic benefits or service potential are expected to flow.

1.4.1. Intangible fixed assets

Intangible assets are identifiable non-monetary assets without physical substance. Acquired computer software licences are stated at historical cost less accumulated amortisation and impairment losses.

The assets are amortised on a straight-line basis over their estimated useful lives. The estimated useful lives of intangible assets depend on their specific economic lifetime or legal lifetime determined by an agreement.

Currently the Agency uses 25% amortisation rate for its intangible assets.

Amortisation is the systematic allocation of the depreciable amount of an intangible asset over its useful life (EU Accounting Rule 6).

Internally developed intangible assets are capitalised when the relevant criteria of the EU Accounting rules are met. The costs capitalisable include all directly attributable costs necessary to create, produce, and prepare the asset to be capable of operating in the manner intended by management. Costs associated with research activities, non-capitalisable development costs and maintenance costs are recognised as expenses as incurred.

1.4.2. Tangible fixed assets

Tangible fixed assets are identifiable non-monetary assets with physical substance. Tangible fixed assets are stated at historical cost less accumulated depreciation and impairment losses. Historical cost includes expenditure that is directly attributable to the acquisition or construction of the asset. Subsequent costs are included in the asset's carrying amount or recognised as a separate asset, as appropriate, only when it is probable that future economic benefits or service potential associated with the item will flow to the Agency and its cost can be measured reliably. Repairs and maintenance costs are charged to the statement of financial performance during the financial period in which they are incurred.

Assets under construction are not depreciated as these assets are not yet available for use.

Depreciation is the systematic allocation of the depreciable amount of an asset over its useful life (EU Accounting Rule 7).

The depreciation is calculated using the straight-line method with the following rates:

Type of asset	Straight line depreciation rate
Plant, machinery and equipment	12.5 - 25%
Fixtures and fittings	5 - 25%
Computer hardware	25%

Gains or losses on disposals are determined by comparing proceeds less selling expenses with the carrying amount of the disposed asset and are included in the statement of financial performance.

1.4.3. Leases

Leases of tangible assets, where the Agency has substantially all the risks and rewards of ownership, are classified as finance leases. Finance leases are capitalised at the inception of the lease at the lower of the fair value of the leased asset and the present value of the minimum lease payments. Each lease payment is allocated between the liability and finance charges so as to achieve a constant rate on the finance balance outstanding. The rental obligations, net of finance charges, are included in other liabilities (non-current and current). The interest element of the finance cost is charged to the statement of financial performance over the lease period so as to produce a constant periodic interest rate on the remaining balance of the liability for each period. The assets held under finance leases are depreciated over the shorter of the assets' useful life and the lease term.

Leases where the lessor retains a significant portion of the risks and rewards inherent to ownership are classified as operating leases. Payments made under operating leases are recognised as an expense in the statement of financial performance on a straight-line basis over the period of the lease.

1.4.4. Financial assets

The Agency has as financial assets its receivables and current bank accounts. Receivables arise when the Agency provides money, goods or services directly to a debtor with no intention of trading the receivable. They are included in current assets, except for maturities more than 12 months of the balance sheet date. See notes 1.4.5 and 1.4.6 below for more information.

1.4.5. Receivables

Receivables are carried at original amount less write-down for impairment. A write-down for impairment of receivables is established when there is objective evidence that the Agency will not be able to collect all amounts due according to the original terms of receivables. The amount of the write-down is the difference between the asset's carrying amount and the recoverable amount. The amount of the write down is recognised in the statement of financial performance.

See note 1.4.9 below concerning the treatment of accrued income at year-end.

1.4.6. Cash and cash equivalents

Cash and cash equivalents are financial instruments and classified as available for sale financial assets. They include cash at hand and deposits held at call with banks.

1.4.7. Provisions

Provisions are recognised when the Agency has a present legal or constructive obligation towards third parties as a result of past events, it is more likely that an outflow of resources will be required to settle the obligation, and the amount can be reliably estimated. The amount of the provision is the best estimate of the expenditures expected to be required to settle the present obligation at the reporting date.

1.4.8. Financial liabilities

The Agency has as financial liabilities its payables. They are classified as current liabilities, except for maturities more than 12 months after the balance sheet date. See note 1.4.9 below for more information.

1.4.9. Payables

A significant amount of payables are related to the purchase of goods or services. Those are recognised at invoice reception for the original amount and corresponding expenses are entered in the accounts when the supplies or services are delivered and accepted by the Agency.

1.4.10. Accrued and deferred income and charges

According to the EU Accounting rules, transactions and events are recognised in the financial statements in the period to which they relate. At the end of the accounting period, accrued expenses are recognised based on an estimated amount of the transfer obligation of the period. The calculation of accrued expenses is done in accordance with detailed operational and practical guidelines issued by the Commission and by the Agency which aim at ensuring that the financial statements reflect a true and fair view.

Revenue is also accounted for in the period to which it relates. At year-end, if an invoice is not yet issued but the service has been rendered, the supplies have been delivered by the Agency or a contractual agreement exists (i.e. by reference to a treaty), an accrued income will be recognised in the financial statements.

In addition, at year-end, if an invoice is issued but the services have not yet been rendered or the goods supplied have not yet been delivered, the revenue or charges will be deferred and recognised in the subsequent accounting period.

1.5. Statement of financial performance

1.5.1. Revenue

Non-exchange revenue makes up the vast majority of the Agency revenue and includes mainly EU subsidy.

Exchange revenue is the revenue from the sale of goods and services. It is recognised when the significant risk and rewards of ownership of the goods are transferred to the purchaser. Revenue associated with a transaction involving the provision of services is recognised by reference to the stage of completion of the transaction at the reporting date.

Interest income consists of received bank interest.

1.5.2. Expenses

According to the principle of accrual-based accounting, the financial statements take account of expenses relating to the reporting period, without taking into consideration the payment date; meaning when the goods or services are used or consumed.

Exchange expenses arising from the purchase of goods and services are recognised when the supplies are delivered and accepted by the Agency. They are valued at original invoice cost.

Non-exchange expenses relate to transfers to beneficiaries and can be of three types: entitlements, transfers under agreement and discretionary grants, contributions and donations.

Transfers are recognised as expenses in the period during which the events giving rise to the transfer occurred, as long as the nature of the transfer is allowed by regulation (Financial Regulation, Staff Regulations, or other regulation) or a contract has been signed authorising the transfer; any eligibility criteria have been met by the beneficiary; and a reasonable estimate of the amount can be made.

When a request for payment or cost claim is received and meets the recognition criteria, it is recognised as an expense for the eligible amount. At year-end, incurred eligible expenses due to the beneficiaries but not yet reported are estimated and recorded as accrued expenses.

1.6. Contingent Assets and Liabilities

1.6.1. Contingent assets

A contingent asset is a possible asset that arises from past events and of which the existence will be confirmed only by the occurrence or non-occurrence of one or more uncertain future events not wholly within the control of the Agency. It is not recognised because the amount of the obligation cannot be measured with sufficient reliability. A contingent asset is disclosed when an inflow of economic benefits or service potential is probable.

1.6.2. Contingent liabilities

A contingent liability is a possible obligation that arises from past events and of which the existence will be confirmed only by the occurrence or non-occurrence of one or more uncertain future events not wholly within the control of the Agency; or a present obligation that arises from past events but is not recognised because: it is not probable that an outflow of resources embodying economic benefits or service potential will be required to settle the obligation or, in the rare circumstances where the amount of the obligation cannot be measured with sufficient reliability.

1.7. Consolidation

According to Article 57 of Commission Regulation 1653/2004, the Agency's accounts are consolidated with the Commission's annual accounts.

2. NOTES TO THE BALANCE SHEET

NON-CURRENT ASSETS

The Agency uses ABAC Assets as inventory application which is an integrated part of the ABAC platform. The non-current intangible and tangible (property, plant and equipment) assets are called also fixed assets.

2.1. Intangible fixed assets

To be entered in the financial inventory in the balance sheet intangible fixed assets must be controlled by the Agency and generate future economic benefits for the Agency. Moreover the assets should have a purchase price above EUR 700.

The intangible fixed assets at the Agency consist of computer software.

	EUR
	Computer Software
A. Acquisition value	
Gross book value at 31 st December 2018	46 039
Variations of the year:	
Additions	-
Disposals	-
Total gross book value at 31st December 2019	46 039
B. Depreciation and value reduction	
Accumulated depreciation at 31 st December 2018	45 045
Variations of the year:	
Depreciation	458
Disposals	-
Total accumulated depreciation at 31st December 2019	45 503
NET BOOK VALUE (A-B)	536

2.2. Tangible fixed assets

As a general rule, the Agency books as the fixed tangible assets only items with the purchase price above EUR 700. Items with lower value, such as digital cameras, monitors, furniture etc., are treated as expenses of the year but are however registered in the physical inventory.

The Agency's tangible fixed assets consist of technical equipment, furniture, kitchen equipment, computer hardware, telecommunication and audio-visual equipment. In 2019, the fitting-out works for the open space on the 8th floor of COV2 finished therefore they were transferred from 'assets under construction' to the 'fixtures and fittings'.

In addition, the Agency entered lease agreements for copiers, which are included in the table below (for the details see note 2.10.).

	Plant & equip.	Computer hardware	Assets under financial leases	Fixtures & fittings	EUR Total
A. Acquisition value					
Gross book value at 31 st December 2018	2 421	222 647	36 322	3 162 454	3 423 844
Variations of the year:					
Additions	-	9 743	46 129	122 062	177 934
Disposals	-	-	-	-	-
Transfers	-	-	-	-	-
Total gross book value at 31 December 2019	2 421	232 390	82 451	3 284 516	3 601 778
B. Depreciation and value reduction					
Accumulated depreciation at 31 st December 2018	2 421	159 274	4 540	1 639 578	1 805 813
Variations of the year:					
Depreciation	-	36 488	14 152	261 153	311 793
Disposals	-	-	-	-	-
Transfers	-	-	-	-	-
Total accumulated depreciation at 31 December 2019	2 421	195 762	18 692	1 900 731	2 117 606
NET BOOK VALUE (A-B)	-	36 628	63 759	1 383 785	1 484 172

CURRENT ASSETS

2.3. Receivables and recoverables

	2019	EUR 2018
<i>Current receivables</i>	2 231	17 119
<i>Less amounts written down</i>	-	(17 119)
Sub-total current receivables	2 231	-
Sundry receivables	65 256	47 382
Prepaid expenses/deferred charges	15 725	79 684
Accrued income	-	-
Total	83 212	127 066

Current receivables related to the recovery of expenses for services delivered by the suppliers in 2018.

The income from non-consolidated entities represents recovery of expenses for services delivered by the suppliers in previous years and received in 2019.

Sundry receivables relate to the monthly salary regularizations concerning staff members and other balances linked to payroll paid to staff on behalf of the Commission and other institutions and not yet claimed by the Agency.

The prepaid expenses and deferred charges consist of the anticipated charges for 2019 (licences, insurance, subscriptions and supplies not yet received) for which the invoices were received before 31 December 2019.

2.4. Pre-financing

The zero balance of pre-financing (which relates to the communication contract) is shown net after accrued charges which reduced the full pre-financing payment of EUR.

2.5. Cash and cash equivalents

	EUR	
	2019	2018
Bank accounts	5 104 577	4 560 398
Cash and imprest account	-	-
Total	5 104 577	4 560 398

This amount corresponds to the cash balance held by the Agency on 31 December 2019 on its bank account in EUR at ING bank. The Agency does not hold any petty cash.

LIABILITIES

2.6. Provisions for risks and liabilities

The provision of EUR 26 125 covers the legal services fees for the representation of the Agency in the national courts. The ongoing legal case relate to the grant (covered by the operational budget of the Agency).

2.7. Current payables

The accounts payable as at 31 December 2019 comprise outstanding unpaid invoices and claims from suppliers and other public bodies.

	EUR	
	2019	2018
Amounts payable – suppliers and public bodies	19 634	88 002
Amounts payable - staff	10 496	-
Total	30 130	88 002

2.8. Accrued charges and deferred income

	EUR	
	2019	2018
Staff related expenses (incl. holiday compensation)	893 949	838 276
Rent and rental expenses	720 015	555 199
External audits	346 482	347 748
Communication and publications	219 882	230 449
IT Software and maintenance	282 739	213 663
Trainings	74 329	118 661
Support and services	86 484	106 246
Missions	60 300	31 524
Other	89 932	195 087
Total	2 774 112	2 636 853

Accrued charges are expenses that have been incurred but not yet paid.

According to the EU Staff Regulation, Annex V: Leave, Article 4, if the person at the time of leaving the service has not used up their annual leave, they shall be paid compensation equal to one thirtieth of

their monthly remuneration for each leave's day due to them. The calculated amount of the holiday compensation (included in staff related expenses in the above table) is recognised as accrued expense and amounts EUR 701 000 (2018: EUR 609 000).

2.9. Accounts payable to consolidated EU entities

	EUR	
	2019	2018
Repayable positive budgetary outturn	655 279	1 089 497
Other payables to consolidated EU entities	24 011	52 020
Total	679 290	1 141 517

Repayable positive budgetary outturn - this amount will be reimbursed to the Commission in 2020 (for detailed calculations of the budgetary outturn please refer to the reports on the budget implementation).

Other payables to consolidated EU entities consist of social contributions and open invoices payable on the 31 December 2019 to the European Commission.

2.10. Finance lease liabilities

In 2019, the Agency concluded new contract for the financial lease of nine copy machines for the total amount of EUR 48 744. After repayments done during 2019, the liability for the financial leases at the reporting date amounts to EUR 65 938. The lease is treated according to EC Accounting Rule Nr. 8 Leases. The copy machines were registered in the inventory as fixed IT assets and have been depreciated.

	EUR	
	2019	2018
Non-current finance lease liabilities	49 535	25 826
Current finance lease liabilities	16 403	7 035
Total	65 938	32 861

	EUR		
	Future amounts to be paid		
	< 1 year	1 - 5 years	Total
Tangible fixed assets	16 403	49 535	65 938
Total at 31 December 2019	16 403	49 535	65 938
Interest element	1 021	1 336	2 357
Total minimum lease payments at 31 December 2019	17 424	50 871	68 295
Total minimum lease payments at 31 December 2018	7 675	26 863	34 539

The lease above will have to be funded by future budgets.

NET ASSETS

The net assets amount to EUR 3 096 902 and comprise the total of the economic result of previous years for the amount of EUR 2 394 881 and the economic result of the current year – a profit for the amount of EUR 702 021.

The economic result of the year is different from the budgetary result due to the differences between the general accounts and the budgetary ones. Additional information concerning the reconciliation between both accounts is provided in the reports on the budget implementation.

3. NOTES TO THE STATEMENT OF FINANCIAL PERFORMANCE

3.1. Operating revenue

Revenues consist mainly of the Union contribution (subsidy) received from the European Commission.

3.1.1. Non-exchange revenue

	EUR	
	2019	2018
Gross European Union contribution	48 597 665	43 735 630
Subsidy to be reimbursed – budgetary outturn	(655 279)	(1 089 497)
Sub-total of European Union contribution	47 942 386	42 646 133
Other non-exchange revenue	-	12 252
Total	47 942 386	42 658 385

The amount under European Union contribution represents the gross subsidy received for 2019 to cover the administrative autonomy of the Agency in 2019 less the budget result for the year (for detailed calculations of the budgetary outturn please refer to the reports on the budget implementation).

Below the split of the received subsidy per parent DG:

	EUR	
	2019	2018
DG RTD ⁹	30 391 893	27 319 558
DG GROW*	9 908 597	9 500 072
DG ENV ¹⁰	5 073 734	3 869 000
DG MARE	3 223 441	3 047 000
Total	48 597 665	43 735 630

*DG GROW paid this subsidy to the Agency on behalf of the remaining parent DGs

3.1.2. Exchange revenue

	EUR	
	2019	2018
Income from non-consolidated entities	2 231	19 134
Income from consolidated entities	-	-
Exchange rate gains	597	253
Total	2 828	19 387

The income from non-consolidated entities represents the recovery of expenses for services delivered by the suppliers in 2018.

The gains from exchange rate differences arose from payments to staff salaries in currencies other than EUR.

⁹ This amount includes contributions for H2020 from DG ENER and DG CONNECT.

¹⁰ This amount includes contributions for LIFE from DG CLIMA.

3.2. Operating expenses

3.2.1. Staff expenditure

Staff expenses amounting to EUR 33 689 861 contain personnel related expenses such as salaries, allowances, social security contributions and other welfare expenses.

All salary calculations giving the total staff expenses included in the Statement of financial performance of the Agency are externalized to the Office for administration and payment of individual entitlements (also known as the Paymaster's Office - PMO) which is a central office of the European Commission. The PMO's mission is to manage the financial rights of permanent, temporary and contractual staff working at the Commission, to calculate and to pay their salaries and other financial entitlements. The PMO provides these services to other EU institutions and agencies as well. The PMO is also responsible for managing the health insurance fund of the Institutions, together with processing and paying the claims of reimbursement from staff members. The PMO also manages the pension fund and pays the pensions of retired staff members. PMO is being audited by the European Court of Auditors. The Agency is only responsible for the communication to the PMO of reliable information allowing the calculation of the staff costs. It is also responsible to check that this information has been correctly handled in the monthly payroll report used for accounting payroll costs. It is not responsible for the calculation of the payroll costs performed by PMO.

3.2.2. Administrative expenses with non-consolidated entities

Administrative expenses amounted to EUR 5 856 547 with non-consolidated entities contain rental of buildings and associated costs, maintenance and service fees, office running costs as well as the cost of interim staff.

3.2.3. Expenses with consolidated entities

Expenses with consolidated entities amounting to EUR 7 284 456, this heading regroups different types of expenses with consolidated entities mainly for service level agreements (SLAs) with DGs such as DG BUDG, DIGIT, PMO, OIB and HR.

3.2.4. Expert and related expenses

Experts and related expenses amounting to EUR 96 200 consist of the cost relating to the experts for their assistance in project evaluation exercises and other associated costs.

3.2.5. Fixed assets related expenses

Fixed assets related expenses amounting to EUR 312 251 contain the charged amortisation/depreciation for the non-current intangible assets, property, plant and equipment.

3.3. Financial expenses

The amount of EUR 1 123 represents the cost of finance leases.

4. NOTES TO THE CASH FLOW STATEMENT

Cash flow information is used to provide a basis for assessing the ability of the Agency to generate cash and cash equivalents, and its needs to utilise those cash flows.

The cash flow statement is prepared using the indirect method. This means that the economic result of the financial year is adjusted for the effects of transactions of a non-cash nature, any deferrals or

accruals of past or future operating cash receipts or payments, and items of revenue or expense associated with investing cash flows.

Cash flows arising from transactions in a foreign currency are recorded in the EU's reporting currency (Euro), by applying to the foreign currency amount the exchange rate between the euro and the foreign currency at the date of the cash flow.

The cash flow statement presented reports cash flows during the period classified by operating and investing activities (the Agency does not have financing activities).

4.1. Operating activities

Operating activities are the activities of the EU that are not investing activities. These are the majority of the activities performed.

The decrease in payables to non-consolidated entities as per balance sheet amounts to EUR 112 463. However, within this amount is EUR 58 545 of accruals for fixed assets which were not paid as of 31 December 2019. Hence, in the cash flow statement EUR 53 918 is presented as actual payments relating to operational activities.

4.2. Investing activities

Investing activities are the acquisition and disposal of intangible assets and property, plant and equipment and of other investments which are not included in cash equivalents. The objective is to show the real investments made by the Agency.

In 2019 the acquisitions of fixed assets amounted to EUR 177 934 (see note 2.2). However, actual payments done in 2019 amounted to EUR 119 389 which is presented in the statements of cash flows as an outlay in a line "Purchase of intangible assets and property, plant and equipment".

5. CONTINGENT ASSETS AND LIABILITIES AND OTHER SIGNIFICANT DISCLOSURES

5.1. Contingent Assets

There are no contingent assets to disclose for the year ended 31 December 2019.

5.2. Contingent Liabilities

As described in note 2.6, the Agency is party of legal proceedings in front of national courts. Depending on the courts' ruling the Agency may be obliged to cover administrative legal costs of those proceedings. The Agency estimates that the maximum value of those potential costs is forty thousand euros.

5.3. Other significant disclosures

5.3.1. Outstanding commitments not yet expensed (carryovers)

	EUR	
	2019	2018
Automatic carryovers C1	4 477 760	3 482 306
Accrued expenses (excluding holiday compensation); deferred expenses and open invoices	(2 134 596)	(2 207 915)
Outstanding commitments not yet expensed	2 343 164	1 274 391

The amount disclosed above is the budgetary RAL ("Reste à Liquider") less accruals and plus suppliers invoices received and not yet paid at 31 December 2019 that have been included as expenses in the 2019 statement of financial performance. The budgetary RAL is an amount representing the open commitments for which payments and/or de-commitments have not yet been made.

5.3.2. Significant legal commitments

	EUR	
	2019	2018
Operating lease - rental of the office premises	6 543 223	7 656 963
Other contractual commitments	-	6 200
Future commitments on existing contracts	6 543 223	7 663 163

The future commitment on existing contracts results from the usufruct contract for the building signed by the Agency in 2010. According to this contract, the Agency should pay in total amount of 16 149 KEUR over the 15 years of the usufruct contract (2011-2025).

Other contractual commitments (for which budget commitments have not yet been made) represent the amount resulting from long-term contracts for the maintenance and rental (operational lease) of the copy machines at the Agency.

6. FINANCIAL INSTRUMENTS

Financial instruments comprise cash, current receivables and recoverables, current payables, amounts due to and from consolidated entities. Financial instruments give rise to liquidity, credit, interest rate and foreign currency risks, information about which and how they are managed is set out below.

The carrying amounts of financial instruments are as follows:

	EUR	
	2019	2018
Financial assets		
Current receivables	2 231	-
Other receivables	65 256	47 382
Cash and deposits	5 104 577	4 560 398
Total financial assets	5 172 064	4 607 780
Financial liabilities		
Long-term payables	(49 535)	(25 826)
Current payables	(30 130)	(88 002)
Other payables	(16 403)	(7 035)
Payables to consolidated entities	(679 290)	(1 141 517)
Total financial liabilities	(775 358)	(1 262 380)
Total net financial instruments	4 396 706	3 345 400

Liquidity risk

Liquidity risk is the risk that arises from the difficulty of selling an asset; for example, the risk that a given security or asset cannot be traded quickly enough in the market to prevent a loss or meet an obligation.

Liquidity risk arises from the ongoing financial obligations, including settlement of payables.

The Agency manages liquidity risk by continually monitoring forecast and actual cash flows.

Details of contractual maturities for assets and liabilities form an important source of information for the management of liquidity risk.

The table below provides detail on the contractual maturity of all financial instruments and other assets and liabilities. Liquidity risk on these items is not managed on the basis of contractual maturity because they are not held for settlement according to such maturity and will be settled before contractual maturity at fair value.

						EUR
As at 31 December 2019	On demand	< 3 months	3 – 12 months	1 – 2 years	2 – 5 years	Total
Assets						
Current receivables	-	2 231	-	-	-	2 231
Other receivables	-	65 256	-	-	-	65 256
Cash and deposits	5 104 577	-	-	-	-	5 104 577
Total financial assets	5 104 577	67 487	-	-	-	5 172 064
Liabilities						
Long-term payables	-	-	-	(16 690)	(32 845)	(49 535)
Current payables	(30 130)	-	-	-	-	(30 130)
Other payables	-	(4 074)	(12 329)	-	-	(16 403)
Payables to consolidated entities	-	(24 011)	(655 279)	-	-	(679 290)
Total financial liabilities	(30 130)	(28 085)	(667 608)	(16 690)	(32 845)	(775 358)
Cumulative liquidity surplus/ (gap)	5 074 447	39 402	(667 608)	(16 690)	(32 845)	4 396 706

Bank accounts opened in the name of the Agency may not be overdrawn.

Treasury and payment operations are highly automated and rely on modern information systems. Specific procedures are applied to guarantee system security and to ensure segregation of duties in line with the Financial Regulation, the internal control standards, and audit principles.

EU budget principles ensure that overall cash resources for a given year are always sufficient for the execution of all payments.

Credit risk

Credit risk is the risk of loss due to a debtor's/borrower's non-payment of a loan or other line of credit (either the principal or interest or both) or other failure to meet a contractual obligation. The default events include a delay in repayments, restructuring of borrower repayments and bankruptcy. Mitigation measures on receivables – monitoring, reminders, etc.

Treasury resources are kept with commercial banks. The subsidy from the European Commission was requested two times during the year based on cash forecasts.

Specific guidelines are applied for the selection of commercial banks in order to further minimise counterparty risk to which the Agency is exposed:

- All commercial banks are selected by call for tenders. The minimum short term credit rating required for admission to the tendering procedures is Moody's P-1 or equivalent (S&P A-1 or Fitch F1). A lower level may be accepted in specific and duly justified circumstances.
- The credit ratings of the commercial banks where the Agency has accounts are reviewed on regular basis.

None of the Agency's financial assets are past due nor impaired. The maximum exposure to credit risk is:

31 December			2019			EUR 2018
	Receivables non- consolidated entities	Receivables consolidated entities	Bank accounts	Receivables non- consolidated entities	Receivables consolidated entities	Bank accounts
Counterparties with external credit rating:						
Prime and high grade	-	-	-	-	-	-
Upper medium grade	-	-	5 104 577	-	-	4 560 398
Lower medium grade	-	-	-	-	-	-
Non-investment grade	-	-	-	-	-	-
Counterparties without external credit rating:						
Debtors who never defaulted	2 231	65 256	-	-	47 382	-
Debtors who defaulted in the past	-	-	-	-	-	-
Total	2 231	65 256	5 104 577	-	47 382	4 560 398

The Agency has a current account in ING Belgium. Its credit rating was as follows:

	Moody's	Standard & Poor's	Fitch
Short term	P-1	A-1	F1+
Long term	Aa3	A+	AA-

Interest rate risk

Interest rate risk is the possibility of a reduction in the value of a security, especially a bond, resulting from an increase in interest rates. In general, higher interest rates will lead to lower prices of fixed rate bonds, and vice versa.

Interest rate risk at the Agency arises from cash. It is recognised that interest rates fluctuate and the Agency accepts the risk and does not consider it to be material.

The Agency's treasury does not borrow any money; as a consequence it is not exposed to interest rate risk. It does, however, earn interest on balances it holds on its banks accounts. The Agency has therefore put in place measures to ensure that interest earned on its bank accounts regularly reflects market interest rates, as well as their possible fluctuation.

Foreign currency risk

Currency risk is the risk that the EU's operations or its investments' value will be affected by changes in exchange rates. This risk arises from the change in price of one currency against another.

Most financial assets and liabilities are in EUR, so in these cases the Agency has no foreign currency risk.

When miscellaneous receipts are received in currencies other than EUR, they are either transferred to the Agency's accounts held in the same currencies, if they are needed to cover for the execution of payments, or converted into EUR and transferred to accounts held in EUR.

Fair value

The estimated fair values of all financial instruments of the Agency are equal to their book values as at 31 December 2019 and 31 December 2018. All financial assets and liabilities are receivable or repayable on demand or within one year.

7. CHANGES IN ACCOUNTING POLICIES

There have been no changes in accounting policies for the financial year 2019.

8. RELATED PARTY DISCLOSURE

The related parties of the Agency are the key management personnel. Transactions between the Agency and the key management personnel take place as part of the normal operations and as this is the case, no specific disclosure requirements are necessary for these transactions in accordance with the EU Accounting rules.

Highest grade description	Grade	Number of persons of this grade
Director, Heads of Department, Heads of Unit	AD14	5
Heads of Department, Heads of Unit	AD13	2

The remuneration equivalent to the grades of the key management personnel in the table can be found in Official Journal L 345/10 of 23 December 2008.

9. EVENTS AFTER THE BALANCE SHEET DATE

During the first half of 2020, the coronavirus outbreak has had huge impacts on the EU economy. As a non-adjusting event, the outbreak of the coronavirus does not require any adjustments to the figures reported in these annual accounts. For subsequent reporting periods, COVID-19 may affect the recognition and measurement of some assets and liabilities on the balance sheet and also of some revenue and expenses recognised in the statement of financial performance. Based on the information available at the date of signature of these annual accounts, the financial effects of the coronavirus outbreak cannot be reliably estimated.

**REPORTS ON THE BUDGET IMPLEMENTATION
OF THE EXECUTIVE AGENCY FOR SMALL AND MEDIUM-
SIZED ENTERPRISES (EASME)**

1. INTRODUCTION

1.1. EASME budget and its implementation

The first 2019 operating budget (hereafter referred to as administrative budget) of the Agency was adopted by Steering Committee on 19 December 2018 and it amounted to EUR 48 700 665. During the year 5 amending budgets were adopted by the Steering Committee which reduced the overall initial amount by EUR 103 000, resulting in a final budget of EUR 48 597 665. The final subsidy requested on the general budget amounted to EUR 48 597 665. The execution of commitment appropriations amounts to EUR 48 344 345 (100% of the available budget) and the execution of payment appropriations amounts to EUR 43 866 585 (90% of the available budget).

Budgetary structure and principles

1.1.1. Budgetary structure

The budgetary accounts are kept in accordance with the Financial Regulation and its rules of application. The budget is the instrument which, for each financial year, forecasts and authorises the revenue and expenditure considered necessary for the implementation of the Agency's Decision.

Every year, the Agency estimates its revenue and expenditure for the year and draws up a draft budget which it sends to the Commission. The Commission then sends it to the budgetary authority. On the basis of this draft budget, the Council draws its position which is then the subject of negotiations between the two arms of the budgetary authority. The President of the Parliament declares that the joint draft has been finally adopted, thus making the budget enforceable. The task of executing the budget is the responsibility of the Agency.

The budget structure for the Agency consists of administrative appropriations and has only non-differentiated appropriations, meaning that the commitment and the payment appropriations are of the same amount. Non-differentiated appropriations are used to finance operations of an annual nature (which comply with the principle of annuality).

The appropriations are split into commitment and payment appropriations:

- **Commitment appropriations (CA)** – cover the total cost of the legal obligations entered into for the current financial year.
- **Payment appropriations (PA)** – cover expenditure arising from commitments entered into in the current financial year and/or earlier financial years.

Origin of Appropriations

The main source of appropriations is the Agency's budget for the current year. However, there are other types of appropriations resulting from the provisions of the Financial Regulation. They come from previous financial years or outside sources:

- Initial budget appropriations adopted for the current year can be supplemented with transfers between lines and by amending budgets.
- Appropriations carried over from previous year or made available again also supplement the current budget.

Composition of Appropriations Available

- Initial budget = appropriations voted in year N-1;
- Final budget appropriations = initial budget appropriations adopted + amending budget appropriations + transfers + additional appropriations;
- Additional appropriations = assigned revenue (see above) + appropriations carried over from the previous financial year.

The final budget is distributed in the following titles:

Budget title	EUR		
	Year 2019 Appropriations	Carried-over from 2018	Total Budget 2019
1. Staff expenditure	36 867 681	509 423	37 377 104
2. Infrastructure and operating expenses	8 707 250	1 390 817	10 098 067
3. Programme support expenditure	3 022 734	1 582 067	4 604 801
Total	48 597 665	3 482 307	52 079 971

1.1.2. Budgetary principles

The budget of the Agency has been established and implemented in compliance with the principles of unity, budget accuracy, annuality, equilibrium, unit of account, universality, specification, sound financial management and transparency.

- **Unity and budget accuracy** - all Agency's expenditure and revenues must be incorporated in a single budget documents, must be booked on a budget line and expenditure must not exceed authorised appropriation;
- **Annuity** – the appropriations entered are authorised for a single year and must therefore be used during that year;
- **Equilibrium** – the revenue and expenditure shown in the budget must be in balance (estimated revenue must equal payment appropriations);
- **Unit of account** – the budget is drawn up and implemented in euro (EUR) and the accounts are presented in euro;
- **Universality** – this principle comprises of two rules:
 - ✓ The rule of non-assignment, meaning that budget revenue must not be earmarked for specific items of expenditure (total revenue must cover total expenditure);
 - ✓ The gross budget rule, meaning that revenue and expenditure are entered in full in the budget without any adjustments against each other;
- **Specification** – each appropriation is assigned to specific purpose and specific objective;
- **Sound financial management** – budget appropriations are used in accordance with the principle of sound financial management, namely in accordance with the principle of economy, efficiency and effectiveness;
- **Transparency** – the budget is established and implemented and the accounts presented in compliance with the principle of transparency – the budget and amending budgets are published in the website of EASME.

2. BUDGET RESULT

2.1. Calculation of the Budget Result

The revenue entered in the accounts is the amount actually received during the course of the year. For the purposes of calculating the budget result for the year, expenditure comprises payments made against the year's appropriations plus any of the appropriations for that year that are carried over to the following year. Payments made against the year's appropriations means payments that are made by the accounting officer by 31 December of the financial year.

The following are added to or deducted from the resulting figure:

- the net balance of cancellations of payment appropriations carried over from previous years and any payments which, because of fluctuations in the euro rate, exceed non-differentiated appropriations carried over from the previous year; and
- the balance of exchange-rate gains and losses recorded during the year.

Payment appropriations carried over include: automatic carryovers and carryovers by decision. The cancellation of unused payment appropriations carried over from the previous year shows the cancellations on appropriations carried over automatically and by decision.

2.2. Budget outturn table

		EUR	
BUDGET RESULT - 1.1.2019 - 31.12.2019		2019	2018
REVENUE			
Balancing Commission subsidy/Union contribution, cashed	48 597 665	43 735 630	
Other subsidy from Commission	-	-	
Free income	-	-	
Other income	-	14 269	
TOTAL REVENUE	48 597 665	43 749 899	
EXPENDITURE			
Title 1: Staff			
Payments	36 042 042	33 985 063	
Appropriations carried over	733 656	509 422	
Title 2: Administrative Expenses			
Payments	6 565 096	5 132 059	
Appropriations carried over	2 054 224	1 390 817	
Title 3: Operating Expenditure			
Payments	1 259 447	1 056 886	
Appropriations carried over	1 689 880	1 582 067	
TOTAL EXPENDITURE	48 344 345	43 656 314	
BUDGET RESULT FOR THE FINANCIAL YEAR BEFORE SPECIAL ITEMS		253 320	93 585
Cancellation of unused appropriations carried over from previous year	404 117	997 558	
Exchange rate differences	(2 158)	(1 646)	
BUDGET RESULT FOR THE FINANCIAL YEAR	655 279	1 089 497	

The budget result for 2019 amounts to EUR 655 279 and is comprised of:

- EUR 253 320 – not used appropriations current year (budget 2019 not committed nor carried over),
- EUR 404 117– not used payment appropriations carried forward from 2018,
- (EUR 2 158) – exchange rate differences.

3. RECONCILIATION OF ECONOMIC RESULT WITH BUDGET RESULT

	EUR	
	2019	2018
ECONOMIC RESULT OF THE YEAR	702 021	(822 348)
Adjustments for accrual items (items included in the economic result but not in the budget result)		
Accrual Cut-off (reversal 31 December 2018)	(2 636 853)	(3 947 394)
Accrual Cut-off (cut-off 31 December 2019)	2 774 112	2 636 853
Unpaid invoices at year end but booked in charges	19 634	88 002
Depreciation/amortisation of intangible and tangible assets	312 251	277 043
Provisions	13 750	12 375
Recovery Orders issued in year 2019 and not yet cashed	(2 231)	(17 119)
Payments made from carry-over of payment appropriations	3 078 190	4 402 884
Deferred expenses (reversal 31 December 2018)	79 685	1 281 043
Deferred expenses (cut-off 31 December 2019)	(15 725)	(79 685)
Other (open invoices 2018, accrued income 2019 and reversal 2018, etc)	(73 257)	(1 286 867)
Adjustments for budgetary items (items included in the budget result but not in the economic result)		
Asset acquisitions (less unpaid amounts)	(177 934)	(77 158)
Pre-financing paid		-
New pre-financing received in year 2019 and remaining open as at 31 December 2019	655 279	1 089 497
Budgetary recovery orders issued before year 2019 and not cashed in the year	-	-
Budgetary recovery orders issued in year 2019 on balance sheet accounts and cashed	-	17 119
Payment appropriations carried over to year 2019	(4 477 760)	(3 482 306)
Cancellation of unused carried over payment appropriations from previous year	404 117	997 558
Other		
Total	(46 742)	1 911 845
BUDGET RESULT OF THE YEAR	655 279	1 089 497

The financial statements of the year are prepared on the basis of accrual accounting principles by which transactions are recorded in the period to which they relate. The result for the year using the accrual basis is indicated in the Statement of Financial Performance. The budget result is however based on modified cash accounting rules. In the latter, only payments made and revenue cashed in the period as well as carry-over of appropriations are recorded. The economic result and the budget result both cover the same underlying transactions; therefore, it is a useful control to ensure that they are reconcilable.

The actual budgetary revenue for a financial year corresponds to the revenue collected from entitlements established in the course of the year and amounts collected from entitlements established in previous years. Therefore, the entitlements established in the current year but not yet collected are to be deducted from the economic result for reconciliation purposes as they do not form part of budgetary revenue. On the contrary, the entitlements established in previous years and collected in current year must be added to the economic result for reconciliation purposes.

The net accrued expenses mainly consist of accruals made for year-end cut-off purposes. While accrued expenses are not considered as budgetary expenditure, payments made in the current year relating to invoices registered in prior years are part of current year's budgetary expenditure.

The net effect of pre-financing is the combination of (1) the new pre-financing amounts paid in the current year and recognised as budgetary expenditure of the year and (2) the clearing of the pre-financing paid in current year or previous years through the acceptance of eligible costs. The latter represent an expense in accrual terms but not in the budgetary accounts since the payment of the initial pre-financing had already been considered as a budgetary expenditure at the time of its payment.

Besides the payments made against the year's appropriations, the appropriations for that year that are carried to the next year also need to be taken into account in calculating the budget result for the year. The same applies for the budgetary payments made in the current year from carry-overs and the cancellation of unused payment appropriations.

The movement in provisions relates to year-end estimates made in the accrual accounts (employee benefits mainly) that do not impact the budgetary accounts. Other reconciling amounts comprise different elements such as asset depreciation, asset acquisitions, capital lease payments and financial participations for which the budgetary and accrual accounting treatments differ.

4. BUDGET REVENUE

In accordance with Article 5 of the Standard Financial Regulation for the Executive Agencies, the revenue of the agency shall comprise a grant awarded by the Communities and any other revenue, including assigned revenue within the meaning of Article 15 thereof.

5. BUDGET EXPENDITURE

5.1. Budget overview - commitment and payment appropriations fund source C1

EUR

Budget line	Description	Initial budget	Budget amendment No 1 [transfers]	Budget amendment No 2	Budget amendment No 3 [transfers]	Budget amendment No 4 [transfers]	Budget amendment No 5 [transfers]	Final budget
1111	Temporary Agents - Remunerations	10 700 000	(55 431)	(882 569)	-	-	(128 000)	9 634 000
1112	Temporary Agents - Allowances	2 580 000	-	(207 000)	-	-	(15 000)	2 358 000
1121	Contract Agents - Remuneration	17 060 000	-	(22 000)	-	(35 000)	(147 750)	16 855 250
1122	Contract Agents - Allowances	4 710 000	-	(25 000)	-	35 000	-	4 720 000
1141	Support services & trainees	910 000	55 431	50 000	-	-	-	1 015 431
1211	Recruitment expenses	15 000	10 000	10 000	-	-	-	35 000
1221	Individual entitlements of staff	480 000	-	(19 000)	-	-	44 000	505 000
1231	Training	750 000	-	(30 000)	-	-	-	720 000
1241	Medical Service	148 000	(10 000)	(48 000)	-	-	-	90 000
1242	Mobility & social expenses for the Staff	767 170	-	95 330	-	-	20 000	882 500
1251	Representation expenses, Events and Internal meetings	52 500	-	-	-	-	-	52 500
Title 1	Staff expenditure	38 172 670	-	(1 078 239)	-	-	(226 750)	36 867 681
2111	Rental of building and associated expenses	5 042 500	-	755 000	-	-	160 000	5 957 500
2211	ICT Purchases, Hard - and Software & Maintenances	463 000	-	-	-	-	(50 000)	413 000
2212	ICT Services	1 893 000	-	47 000	-	-	23 000	1 963 000
2311	Furniture, Technical Installations and associated expenses	155 000	-	25 000	-	-	90 000	270 000
2312	Office Supplies, documentation & correspondence	70 000	-	(10 000)	-	-	-	60 000
2313	Charges, insurances & other operating expenses	60 000	-	(20 000)	-	-	3 750	43 750
Title 2	Infrastructure and operating expenditure	7 683 500	-	797 000	-	-	226 750	8 707 250
3111	Experts and external meetings	127 500	-	1 920	-	-	-	129 420
3112	Missions: Programme Management	747 995	-	14 319	-	-	-	762 314
3113	External Audits	620 000	-	(75 000)	3 076	-	-	548 076
3114	Communication, Information and Linguistic services	949 000	-	77 000	(3 076)	-	-	1 022 924
3115	Seminars & specific Training	-	-	-	-	-	-	-
3116	Programme related IT expenses	400 000	-	160 000	-	-	-	560 000
Title 3	Programme support expenditure	2 844 495	-	178 239	-	-	-	3 022 734
Total budget		48 700 665	-	(103 000)	-	-	-	48 597 665

5.2. Budget implementation

The below budgetary tables depict the details of the Agency's budget implementation in 2019

Fund Source : C1		EUR						
Budget line	Description	Appropriation (1)	Committed (2)	% Committed (2/1)	Paid (3)	% Paid (3/1)	Balance Commitment (1-2)	Balance Payment (2-3)
Title: 1 Staff expenditure		36 867 681	36 775 698	100%	36 042 042	98%	91 983	733 656
Chapter 11 – Remunerations, allowances & charges		34 582 681	34 508 198	100%	34 355 468	99%	74 483	152 730
1111	Temporary Agents - Remunerations	9 634 000	9 615 125	100%	9 615 125	100%	18 875	-
1112	Temporary Agents - Allowances	2 358 000	2 337 637	99%	2 337 637	99%	20 363	-
1121	Contract Agents - Remuneration	16 855 250	16 836 511	100%	16 836 511	100%	18 739	-
1122	Contract Agents - Allowances	4 720 000	4 703 494	100%	4 703 494	100%	16 506	-
1141	Support services & trainees	1 015 431	1 015 431	100%	862 701	85%	-	152 730
Chapter 12 – Professional development & social expenditure		2 285 000	2 267 500	99%	1 686 574	74%	17 500	580 926
1211	Recruitment expenses	35 000	35 000	100%	31 489	90%	-	3 511
1221	Individual entitlements of staff	505 000	505 000	100%	440 727	87%	-	64 273
1231	Training	720 000	720 000	100%	332 886	46%	-	387 114
1241	Medical Service	90 000	90 000	100%	70 439	78%	-	19 561
1242	Mobility & social expenses for the Staff	882 500	882 500	100%	790 030	90%	-	92 470
1251	Representation expenses, Events and Internal meetings	52 500	35 000	67%	21 003	40%	17 500	13 997
Title: 2 Infrastructure and operating expenses		8 707 250	8 619 320	99%	6 565 096	75%	87 930	2 054 224
Chapter 21 – Building expenditure		5 957 500	5 957 500	100%	4 695 350	79%	-	1 262 150
2111	Rental of building and associated expenses	5 957 500	5 957 500	100%	4 695 350	79%	-	1 262 150
Chapter 22 – ICT expenses		2 376 000	2 339 142	98%	1 729 488	73%	36 858	609 654
2211	ICT Purchases, Hard - and Software & Maintenances	413 000	402 119	97%	227 426	55%	10 881	174 693
2212	ICT Services	1 963 000	1 937 023	99%	1 502 062	77%	25 977	434 961
Chapter 23 – Movable property and current operating expenditure		373 750	322 678	86%	140 258	38%	51 072	182 420
2311	Furniture, Technical Installations and associated expenses	270 000	218 928	81%	93 033	34%	51 072	125 895
2312	Office Supplies, documentation & correspondence	60 000	60 000	100%	24 950	42%	-	35 050
2313	Charges, insurances & other operating expenses	43 750	43 750	100%	22 275	51%	-	21 475
Title: 3 Programme support expenditure		3 022 734	2 949 327	98%	1 259 447	42%	73 407	1 689 880
Chapter 31 – Programme management expenditure		3 022 734	2 949 327	98%	1 259 447	42%	73 407	1 689 880
3111	Experts and external meetings	129 420	127 420	98%	86 750	67%	2 000	40 670
3112	Missions: Programme Management	762 314	762 314	100%	570 018	75%	-	192 296
3113	External Audits	548 076	548 076	100%	39 024	7%	-	509 052
3114	Communication, Information and Linguistic services	1 022 924	953 370	93%	378 286	37%	69 554	575 084
3116	Programme related IT expenses	560 000	558 147	100%	185 369	33%	1 853	372 778
Total		48 597 665	48 344 345	99%	43 866 585	90%	253 320	4 477 760

The breakdown by type of expenditure shows that the total staff expenditure accounts for about 74% of total commitments, i.e. EUR 36 042 042. Throughout the year 2019, the salaries were calculated by PMO with which the Agency has a Service Level Agreement (SLA) since 2005.

The infrastructure and operating expenditure of the Agency (EUR 6 565 096) comprises mainly purchases of office rent of 72% and IT equipment and IT services of about 26%.

Programme support expenditure amounted to EUR 1 259 447 of which 45% are allocated to missions. The rest consists mainly of communication expenses (18%) and programme IT related expenses (15%).

In 2019, the difference between commitments and payments amounted to EUR 4 477 760. This amount was carried forward to 2020 as it corresponds to legal commitments contracted in 2019 but not yet paid on 31 December 2019 (building, communication, ex-post audits related expenses, trainings, programme IT and ICT expenses).

Fund Source : C8

EUR

Budget line	Description	Appropriation (1)	Paid (2)	% Paid (2/1)	Balance Commitment (1-2)	Balance carried-forward
Title: 1 Staff expenditure		509 423	402 044	79%	107 379	-
Chapter 11 – Remunerations, allowances & charges		118 704	106 813	90%	11 891	-
1141	Support services & trainees	118 704	106 813	90%	11 891	-
Chapter 12 – Professional development & social expenditure		390 719	295 231	76%	95 488	-
1221	Recruitment expenses	55	-	0%	55	-
1221	Individual entitlements of staff	30 412	25 379	83%	5 033	-
1231	Training	132 948	114 823	86%	18 125	-
1241	Medical Service	50 000	-	0%	50 000	-
1242	Mobility & social expenses for the Staff	146 362	132 731	91%	13 631	-
1251	Representation expenses, Events and Internal meetings	30 942	22 298	72%	8 644	-
Title: 2 Infrastructure and operating expenses		1 390 817	1 240 207	89%	150 610	-
Chapter 21 – Building expenditure		745 053	742 874	100%	2 179	-
2111	Rental of building and associated expenses	745 053	742 874	100%	2 179	-
Chapter 22 – ICT expenses		446 070	326 344	73%	119 726	-
2211	ICT Purchases, Hard - and Software & Maintenances	135 319	121 508	90%	13 811	-
2212	ICT Services	310 751	204 836	66%	105 915	-
Chapter 23 – Movable property and current operating expenditure		199 694	170 989	86%	28 705	-
2311	Furniture, Technical Installations and associated expenses	144 844	142 968	99%	1 876	-
2312	Office Supplies, documentation & correspondence	25 439	14 223	56%	11 216	-
2313	Charges, insurances & other operating expenses	29 411	13 798	47%	15 613	-
Title: 3 Programme support expenditure		1 582 067	1 435 939	91%	146 128	-
Chapter 31 – Programme management expenditure		1 582 067	1 435 939	91%	146 128	-
3111	Experts and external meetings	44 607	15 759	35%	28 848	-
3112	Missions: Programme Management	87 617	79 583	91%	8 034	-
3113	External Audits	511 718	458 302	90%	53 416	-
3114	Communication, Information and Linguistic services	684 674	628 844	92%	55 830	-
3116	Programme related IT expenses	253 451	253 451	100%	-	-
Total		3 482 307	3 078 190	88%	404 117	-

The carry forward 2018-2019 was EUR 3 482 307. The difference between commitments carried forward from 2018 to 2019 and payments on those commitments amounts to EUR 404 117 and will be reimbursed to the Commission in 2020 (cf. "Budget result" table).

6. EVOLUTION OF COMMITMENTS OUTSTANDING

					EUR
Budget Line	Commitment User Reference	Original fund source	FDI	Open amount RAL (C8 in 2020)	
1141	SALARIES INTERIM AGENTS	C1	31-12-2020	152 730.33	
1211	RECRUITMENT EXPENSES	C1	31-12-2020	3 510.89	
1221	FEES RELATED TO SPECIFIC SERVICES PROVIDED BY PMO	C1	31-12-2020	52 867.75	
1221	HR: FEES RELATED TO SPECIFIC SERVICES	C1	31-12-2020	11 405.00	
1231	TRAININGS PROVIDED BY THE EUROPEAN COMMISSION	C1	31-12-2020	19 082.50	
1231	TRAININGS PROVIDED BY EXTERNAL CONTRACTORS	C1	31-12-2020	368 031.32	
1241	MEDICAL SERVICES	C1	31-12-2020	19 561.00	
1242	TRANSPORTS TO THE EUROPEAN SCHOOLS	C1	31-12-2020	9 783.26	
1242	OIB: FEES RELATED TO THE "CENTRE DE LA PETITE ENFANCE"	C1	31-12-2020	82 246.00	
1242	MOBILITY:FEES RELATED TO TRANSPORT AND SERVICE BIKES	C1	31-12-2020	441.01	
1251	CATERING SERVICES FOR INTERNBAL MEETINGS, REPRESENTATION COSTS AND WATER SUPPLIES	C1	31-12-2020	13 997.15	
2111	BUILDING SERVICES PROVIDED BY OIB	C1	31-12-2020	738 225.16	
2111	RENT PAID TO OIB	C1	31-12-2020	408 903.75	
2111	FEES RELATED TO SECURITY SERVICES PROVIDED BUY DG HR	C1	31-12-2020	97 285.43	
2111	RENT PAID TO CUSHMAN AND WAKEFIELD	C1	31-12-2020	12 235.63	
2111	CUSHMAN & WAKEFIELD: COSTS FOR THE MANAGEMENT OF COMMON PARKING FACILITIES	C1	31-12-2020	5 500.00	
2211	PURCHASE, LEASING AND MAINTENANCE	C1	31-12-2020	10 185.55	
2211	ORDER FORM EASME/19/033 - PURCHASE OF 20 QWERTY KEYBOARDS - FWC N° DI/7630 (MEQ IV)- BECHTLE AG	C1	31-12-2020	10.00	
2211	EASME/19/036 - CREATION OF COMMITMENT YEAR 2 & 3 EMC AVAMAR - FWC DI/007360 - COMPAREX	C1	31-12-2020	15 485.90	
2211	ORDER FORM EASME/19/042 - SUBSCRIPTION WITH MICROSOFT VIA THE RESELLER COMPAREX NEDERLAND BV	C1	31-12-2020	0.35	
2211	ORDER FORM EASME/19/107 - PURCHASE OF HEADSETS, HANDSETS, KEYBOARD AND LIGHTNING CABLES - FWC DI/7650 - BECHTLE	C1	31-01-2020	8 007.44	
2211	ORDER FORM EASME/19/102 - PURCHASE OF A PLOTTER AND CONSUMABLES - FWC DI/7640 - MIMEOS	C1	31-01-2020	5 668.33	
2211	ORDER FORM - EASME/19/077 - LANDESK SOFTWARE FOR EASME- FWC DI/007720 - BECHTLE	C1	31-01-2020	5 460.00	
2211	ORDER FORM EASME/19/120 - PURCHASE OF 30 DOCKING STATIONS - FWC DI/7650 - BECHTLE	C1	31-12-2020	3 338.40	
2211	ORDER FORM EASME/19/139 - PURCHASE OF 8 HARD DISK DRIVES - FWC DI/7210 - BECHTLE	C1	31-12-2020	2 128.00	
2211	ORDER FORM EASME/19/127 - PURCHASE OF 250 SCREENS & 12 IPADS WITH COVER - FWC DI/7651 - CANCOM	C1	31-12-2020	38 128.13	
2211	ORDER FORM EASME/19/133 - PURCHASE OF 105 LAPTOPS L390 AND 20 ADAPTORS - FWC DI/7630 - BECHTLE	C1	31-12-2020	64 772.05	
2211	JUSTIFICATION FOR THE PURCHASE OF 11 IPHONES XR AND 20 LASERS - FWC DI-07652 - ECONOCOM - EASME/19/124	C1	31-12-2020	9 076.87	
2211	ORDER FORM EASME/19/136 - PURCHASE OF 105 CASES, 3 SAMSUNG GALAXY S9, DOCKING, MICE, KEYBOARDS, ADAPTERS, CABLES & USB STICKS - FWC DI/7650 - BECHTLE	C1	31-12-2020	12 431.94	
2212	SPECIFIC FIXED PRICE CONTRACT EASME/19/001 FOR SYSTEM ADMINISTRATION SERVICES FOR EASME IT INFRASTRUCTURE - FWC DI/7270 WITH GROUP GISIS - PAYAM TAHILI	C1	31-12-2020	73 953.60	
2212	COSTS RELATED TO IT SERVICES PROVIDED BY THE COMMISSION	C1	31-12-2020	50 523.17	
2212	IT EQUIPMENT MOVES AND INVENTORY IN 2019 - EASME/19/016 - GROUP GISIS (ITIC) - FWC DI/007270	C1	31-12-2019	29 564.38	
2212	EASME/2019/078 - ADDITIONAL PROVISION FOR IT EQUIPMENT MOVE - FWC N°DI/007270-05 - GROUP GISIS (ITIC)	C1	31-12-2020	15 000.00	
2212	SPECIFIC FIXED PRICE CONTRACT EASME/19/094 FOR SYSTEM ADMINISTRATION SERVICES FOR EASME IT INFRASTRUCTURE - FWC DI/7270 WITH GROUP GISIS	C1	31-12-2020	108 075.80	
2212	SPECIFIC CONTRACT - EASME/19/121 - ADDITIONAL PROVISION FOR IT EQUIPMENT MOVE - FWC N° DI/007270 - GROUP GISIS (ITIC)	C1	31-12-2020	10 000.00	
2212	CC07711, CS006941, 2019-41228, CRONOS INTERNATIONAL SA EORDER FWC DI/07711, DIGIT-TM, LOT 4, 1ST CONTRACTOR UMMAIR-ARIF AHMAD - PROFILE: WEB OPERATION MANAGER (WOM) - (LEVEL OF EXPERTISE:LEVEL 4) -	C1	31-12-2020	77 892.00	
2212	CC07700, CS007496, 2019-47042, XPE GROUP* EORDER FWC DI/07700 (DIIGIT-TM, LOT 1) - XPE GROUP FALLISE MICHAEL - PROFILE: APPLICATION ARCHITECT (AA) - (LEVEL OF EXPERTISE:LEVEL 5)	C1	31-12-2020	25 974.00	
2212	CC07704, CS002636, 2019-8452, TRASYS INTERNATIONAL GEIE EORDER FRAMEWORK CONTRACT, DIGIT-TM, LOT 1, 5TH CONTRACTOR RODAS ROMERO JUAN MIGUEL - PROFILE: UX UI SPECIALIST (UIS) - (LEVEL OF EXPERTISE:LEVEL 1) -	C1	31-12-2020	43 978.31	

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2311	ORDER FORM EASME/19/039 – PURCHASE OF SOFAS, CHAIRS, POUFS, TABLES, BOOKCASES AND LAMPS - AHREND - FWC N°OIB.DR2/PR/2013/038/579/C0/L0.A	C1	31-12-2020	844.40
2311	ORDER FORM EASME/19/051 - PROVISION FOR MOVERS AND LOGISTIC SERVICES - FWC N° OIB.02/PO/2017/005/748/L1 - MOZER	C1	31-12-2020	11 665.78
2311	ORDER FORM EASME/19/106 - PURCHASE OF OFFICE AND VISITORS CHAIRS - INTERSTUHL - FWC N° OIB.DR.2/PO/2014/055/622/C0/L3A LOT 3	C1	31-12-2020	17 724.06
2311	ORDER FORM EASME/19/113 - PURCHASE OF 4 HIGH CHAIRS AND 2 COFFEE TABLES - BEDDELEEM - FWC N° OIB02/PO/2018/058/785/C0/L0	C1	31-12-2020	1 999.92
2311	ORDER FORM EASME/19/129 - PURCHASE OF ELECTRIC DESKS, PEDESTALS, CUPBOARDS AND PASSKEY - DROMEAS - FWC N° OIB.DR.2/PO/2014/055/622/C0/L1A	C1	31-12-2020	22 809.12
2311	ORDER FORM EASME/19/137 - PURCHASE OF FURNITURE FOR 'HYBRID SPACE' ON THE 12TH FLOOR - BEDDELEEM - FWC N° OIB02/PO/2018/058/785/C0/L0	C1	31-12-2020	70 851.82
2312	COSTS RELATED TO CORRESPONDENCE	C1	31-12-2020	8 000.00
2312	OFFICE SUPPLIES TO BE PAID TO OIB	C1	31-12-2020	24 763.07
2312	PURCHASE OF BOOKS, SUBSCRIPTIONS, ETC	C1	31-12-2020	2 287.40
2313	EXPENSES RELATED TO INSURANCES	C1	31-12-2020	674.64
2313	EASME/19/067 FINANCIAL COMMITMENT AND CONTRACT WITH A NORWEGIAN LAWYER -RAEDER	C1	31-12-2020	800.00
2313	EASME/19/134 - LEGAL SERVICES TO ASSIST EASME IN THE CASE T-688/19 - ASHURST LLP	C1	31-12-2020	20 000.00
3111	CATERING WITH EXTERNAL CONTRACTORS	C1	31-12-2020	16 156.27
3111	BUDGET RESERVATION TO COVER THE COSTS OF BOOKING MEETING ROOMS OUTSIDE BRUSSELS UNIT B1	C1	31-12-2020	514.20
3111	B2 - EASME/19/091 MONITORING AND SUPPORT SERVICES ICT4WATER CLUSTER	C1	31-12-2020	8 000.00
3111	B2 - EASME/19/092 MONITORING AND SUPPORT SERVICES ICT4WATER CLUSTER	C1	31-12-2020	8 000.00
3111	BUDGET RESERVATION TO COVER THE COSTS OF INVITATION OF TWO EXPERTS TO AAAS - ANNUAL CONFERENCE IN SEATTLE 13-16 FEBRUARY 2020	C1	31-12-2020	8 000.00
3112	MISSIONS	C1	31-12-2020	192 295.83
3113	EASME/2019/007 MOORE STEPHENS LLP FOR EMFF BATCH 1 - FRAMEWORK CONTRACT 2016-AUDFWC-01- MS OF EACEA N°30-CE-0800361/00-77	C1	31-12-2020	39 837.72
3113	EASME/2019/024 - PKF LITTLEJOHN LLP FOR EMFF BATCH 1 - FRAMEWORK CONTRACT 2016-AUDFWC-02-LJ OF EACEA N°30-CE-0800368	C1	31-12-2020	6 050.00
3113	EASME/2019/032 - PKF LITTLEJOHN LLP FOR LIFE BATCH 3 - FRAMEWORK CONTRACT 2016-AUDFWC-02-LJ OF EACEA N°30-CE-0800368	C1	31-12-2020	106 600.00
3113	EASME/2019/072; CONTRACTOR BDO LLP COSME BATCH 7 - BATCH AUDIT ON 16 BENEFICIARIES INVOLVED IN 11 PROJECTS - SPECIFIC CONTRACT FOR EX-POST AUDITS	C1	31-12-2020	98 624.00
3113	EASME/2019/073; CONTRACTOR PKF LITTLEJOHN LLP COSME BATCH 8 - BATCH AUDIT ON 6 BENEFICIARIES INVOLVED IN 12 PROJECTS - SPECIFIC CONTRACT FOR EX-POST AUDITS	C1	31-12-2020	69 000.00
3113	EASME/2019/074; CONTRACTOR PKF LITTLEJOHN LLP COSME EEN BATCH 11- BATCH AUDIT ON 14 BENEFICIARIES INVOLVED IN 29 PROJECTS - SPECIFIC CONTRACT FOR EX-POST AUDITS	C1	31-12-2020	164 100.00
3113	EASME-2019-110 IMPLEMENTING FRAMEWORK CONTRACT OF EACEA NO. 2016-AUDFWC-01 MS- NO 30-CE-0800361 - COSME BATCH 9 CONTAINING ONE AUDIT IN FORM OF INDIVIDUAL ASSIGNMENT	C1	31-12-2020	24 840.00
3114	EXPENSES RELATED TO THE PUBLICATION OF THE BUDGETS AND ANNUAL ACCOUNTS	C1	31-12-2020	3 000.00
3114	PUBLICATION WITH OPOCE	C1	31-12-2020	5 000.00
3114	LOT2/EASME/COMM/2018/189 IN EXECUTION OF FRAMEWORK CONTRACT N° EASME/2015/001 LOT2 – EASME AWAY DAY 2019	C1	31-12-2020	11 330.50
3114	EASME/2015/001/LOT 1 - EASME/COMM/2019/131- MOSTRA - INTRAMUROS CONSULTANT FOR COSME COMMUNICATIONS	C1	31-12-2020	64 347.51
3114	LOT 2 EASME/COMM/2019/193- MOSTRA - LOGISTIC SUPPORT FOR EASME PRESENCE AT ECCA 2019 IN LISBON	C1	31-12-2020	1 389.68
3114	LOT 2 EASME/COMM/2019/201 - MOSTRA - ORGANISATION OF HORIZON SC5 INFORMATION DAY IN BRUSSELS	C1	31-12-2020	28.22
3114	LOT1/EASME/COMM/2019/133 IN EXECUTION OF FRAMEWORK CONTRACT N° EASME/2015/001 LOT1 – SERVICES IN DIGITAL COMMUNICATION	C1	31-12-2020	11 460.05
3114	EASME/2015/001/LOT 1 - EASME/COMM/2019/138- MOSTRA - SOCIAL MEDIA EXPERTS INTRAMUROS FOR EASME'S COMMUNICATION SECTOR	C1	31-12-2021	174 309.06
3114	LOT2/EASME/COMM/2019/196 IN EXECUTION OF FRAMEWORK CONTRACT N° EASME/2015/001 LOT2 – 13TH GEO EUROPEAN WORKSHOP IN LISBON 03-05 JULY	C1	31-12-2020	2 414.20
3114	EASME/2015/001/LOT 1 - PRODUCTION OF 50 EASME T-SHIRTS FOR THE RUNNING GROUP	C1	31-12-2020	1 319.89
3114	INDIVIDUAL COMMITMENT FOR THE ORGANISATION OF 1 EVENT FOR EASME - FWC EASME/2015/001/LOT2 - LOT2/EASME/COMM/2019/224	C1	31-08-2020	2 965.48
3114	LOT2/EASME/A3/2019/222 - MOSTRA - EMFF INFORMATION DAYS 25 NOVEMBER 2019	C1	31-12-2020	17 529.98

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3114	LOT2/EASME/COMM/2019/221 - MOSTRA - SUPPORT SERVICES FOR EASME PRESENCE AT ECOMONDO (5-8 NOVEMBER, RIMINI)	C1	31-12-2020	31 954.78
3114	LOT2/EASME/COMM/2019/232 IN EXECUTION OF FRAMEWORK CONTRACT N° EASME/2015/001 LOT2 - EASME AWAY DAY 2020	C1	31-12-2020	28 562.38
3114	LOT1/EASME/COMM/2019/153 IN EXECUTION OF FRAMEWORK CONTRACT N° EASME/2015/001 LOT1 - PRODUCTION OF PROMOTIONAL MATERIAL FOR EASME	C1	31-12-2020	3 095.64
3114	LOT2/EASME/COMM/2019/227 IN EXECUTION OF FRAMEWORK CONTRACT N° EASME/2015/001 LOT2 - EASME 6 INTERNAL EVENTS	C1	31-12-2020	27 967.25
3114	EASME/19/093 COMMUNICATION ACTIVITIES RELATED TO ICT4WATER CLUSTER	C1	31-12-2020	6 000.00
3114	EASME/COMM/19/159- LOT1 EASME/2015/001 DIGITAL COMMUNICATION SERVICES	C1	31-12-2020	171 728.34
3114	LOT1/EASME/COMM/2019/160 IN EXECUTION OF FRAMEWORK CONTRACT N° EASME/2015/001 LOT1 - PRODUCTION OF PRODUCTION OF CYCLING MATERIAL FOR THE VELOMAI GROUP	C1	31-12-2020	10 680.92
3116	CC07701, CS004852, 2019-19566, ARHS DEVELOPMENTS SA EORDER FRAMEWORK CONTRACT VOICU ADRIAN - PROFILE: APPLICATION ARCHITECT (AA) - (LEVEL OF EXPERTISE:LEVEL 5) -	C1	31-12-2020	28 030.45
3116	CC07712, CS006890, 2019-42259, UNISYS BELGIUM EORDER FWC DI/07712, DIGIT-TM, LOT 4, 2ND CONTRACTOR VERHAEGEN GILLES - PROFILE: IS SUPPORT MANAGER (SPM) - (LEVEL OF EXPERTISE:LEVEL 3) -	C1	31-12-2020	40 053.00
3116	CC07701, CS002725, 2019-4766, ARHS DEVELOPMENTS SA EORDER FRAMEWORK CONTRACT MITITELU STEFAN - PROFILE: PROJECT MANAGER (PM) - (LEVEL OF EXPERTISE:LEVEL 5) -	C1	31-12-2020	43 529.64
3116	CC07712, CS002728, 2019-4773, UNISYS BELGIUM EORDER FWC DI/07712, DIGIT-TM, LOT 4 - 2ND CONTRACTOR VERHAEGEN GILLES - PROFILE: IS SUPPORT MANAGER (SPM) - (LEVEL OF EXPERTISE:LEVEL 3) -	C1	31-12-2020	3 604.77
3116	CC07701, CS007519, 2019-48294, ARHS DEVELOPMENTS SA EORDER FWC DI/07701 (DIGIT-TM, LOT 1) - EURORA NOVA IORDACHE CATALIN - PROFILE: TECHNOLOGY EXPERT (TEX) - (LEVEL OF EXPERTISE:LEVEL 2) -	C1	31-12-2020	29 731.20
3116	CC, CS008264, 2019-54629, ARHS DEVELOPMENTS SA EORDER MITITELU STEFAN - PROFILE: PROJECT MANAGER (PM) - (LEVEL OF EXPERTISE:LEVEL 5) -	C1	31-12-2020	129 304.32
3116	CC, CS008766, 2019-56856, ARHS DEVELOPMENTS SA EORDER MAZZOLA GIUSEPP - PROFILE: APPLICATION ARCHITECT (AA) - (LEVEL OF EXPERTISE:LEVEL 4) -	C1	31-12-2020	67 346.40
TOTAL	PAYMENTS APPROPRIATIONS CARRIED OVER TO 2020	C8		4 477 760

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Budget Line	Commitment User Reference	Original fund source	FDI	Open amount RAL (C8 in 2019)	Payments (C8 in 2019)
1141	SALARIES INTERIM AGENTS	C8	31-12-2019	118 703.73	106 813.04
1211	RECRUITMENT EXPENSES	C8	31-12-2019	54.95	-
1221	HR: FEES RELATED TO SPECIFIC SERVICES	C8	31-12-2019	5 033.03	-
1221	FEES RELATED TO SPECIFIC SERVICES PROVIDED BY PMO	C8	31-12-2019	25 378.70	25 378.7
1231	TRAININGS PROVIDED BY THE EUROPEAN COMMISSION	C8	31-12-2019	32 168.00	29 066.00
1231	TRAININGS PROVIDED BY EXTERNAL CONTRACTORS	C8	31-12-2019	100 779.69	85 757.10
1241	MEDICAL SERVICES	C8	31-12-2019	50 000.00	-
1242	MOBILITY:FEES RELATED TO TRANSPORT AND SERVICE BIKES	C8	31-12-2019	540.00	400.13
1242	OIB: FEES RELATED TO THE "CENTRE DE LA PETITE ENFANCE"	C8	31-12-2019	95 057.26	81 566.00
1242	TRANSPORTS TO THE EUROPEAN SCHOOLS	C8	31-12-2019	50 764.84	50 764.84
1251	CATERING SERVICES FOR INTERNAL MEETINGS, REPRESENTATION COSTS AND WATER SUPPLIES	C8	31-12-2019	30 942.56	22 298.30
2111	BUILDING SERVICES PROVIDED BY OIB	C8	31-12-2019	349 215.02	349 215.02
2111	RENT PAID TO OIB	C8	31-12-2019	329 563.32	329 563.32
2111	FEES RELATED TO SECURITY SERVICES PROVIDED BUY DG HR	C8	31-12-2019	65 775.06	64 095.86
2111	CUSHMAN & WAKEFIELD: COSTS FOR THE MANAGEMENT OF COMMON PARKING FACILITIES	C8	31-12-2019	500.00	-
2211	ORDER FORM EASME/18/068 - MICROSOFT LICENSE FOR EASME - FWC DI/7470 WITH COMPAREX	C8	31-01-2019	1.09	-
2211	PURCHASE ORDER EASME/18/145 - PURCHASE OF DISPLAY SCREENS - CANCOM GMBH - FWC DI-7651	C8	31-01-2019	23 604.94	23 604.94
2211	ORDER FORM EASME/18/144 - PURCHASE OF DOCKING STATIONS. BAGS & SLEEVES - FWC N° DI/07650 (MEQ IV)- BECHTLE AG	C8	31-12-2019	13 313.40	13 313.40
2211	ORDER FORM EASME/18/143 - PURCHASE OF 155 LAPTOPS & DAPTORS - FWC N° DI/07630 (MEQ IV)- BECHTLE AG	C8	31-12-2019	75 152.95	75 152.95
2211	ORDER FORM - EASME/18/125 - LANDESK SOFTWARE FOR EASME- FWC DI/007720 - BECHTLE	C8	31-12-2019	8 060.55	8 060.55
2211	ORDER FORM - EASME/18/126 - RED HAT LICENCES FOR LOCAL SERVER FOR EASME- FWC DI/07720 - BECHTLE	C8	31-12-2019	757.64	757.64
2211	COSTS RELATED TO LEASING. PRINTING AND MAINTENANCE OF OTHER IT HARD & SOFTWARE	C8	31-12-2019	14 428.07	618.28
2212	SPECIFIC FIXED PRICE CONTRACT EASME/18/009 FOR SYSTEM ADMINISTRATION SERVICES FOR EASME IT INFRASTRUCTURE - FWC DI/7270 WITH GROUP GISIS	C8	31-12-2019	43 139.60	43 139.60
2212	SPECIFIC CONTRACT - EASME/18/004 - PROVISION FOR IT EQUIPMENT MOVES 2018 - FWC N° DI/007270-05 - GISIS	C8	31-12-2019	2 180.94	2 180.94
2212	SPECIFIC CONTRACT - EASME/18/069 - ADDITIONAL PROVISION FOR IT EQUIPMENT MOVE - FWC N° DI/007270-05 - GROUP GISIS (ITIC)	C8	31-12-2019	22 000.00	9 139.18
2212	COSTS RELATED TO IT SERVICES PROVIDED BY THE COMMISSION	C8	31-12-2019	57 889.43	-
2212	CC07338. CS013992. 2018-19024. ONE4EU3 CONSORTIUM*UNISYS BELGIUM S EORDER ESP DESIS III - EXTERNAL SERVICE PROVISION FOR DEVELOPMENT. STUDIES AND SUPPORT FOR INFORMATION SYSTEMS- LOT3-1 ST PUEYO FERNANDEZ MANUEL - PROFILE: WEB OPERATION MANAGER	C8	31-12-2019	15 462.00	15 462.00
2212	CC07711. CS002829. 2018-50669. CRONOS INTERNATIONAL SA EORDER FRAMEWORK CONTRACT. DIGIT-TM. LOT 4. FIRST CONTRACTOR UMMAIR-ARIF AHMAD - PROFILE: WEB OPERATION MANAGER (WOM) - (LEVEL OF EXPERTISE:LEVEL 3) -	C8	31-12-2019	70 810.00	70 810.00
2212	CC07330. CS013562. 2018-6484. CONSORTIUM EURORA*ARHS DEVELOPMENTS EORDER ESP DESIS III- EXTERNAL SERVICE PROVISION FOR DEVELOPMENT. STUDIES AND SUPPORT FOR INFORMATION SYSTEMS-LOT 1-1ST CONTRACTOR LOMBE INONGO ALBERT - PROFILE: BUSINESS INTELLIGENCE AN	C8	31-12-2019	54 029.68	27 277.12
2212	CC07335. CS013947. 2018-7691. INNOVATIA*UNISYS BELGIUM ATOS BELGI EORDER ESP DESIS III - EXTERNAL SERVICE PROVISION FOR DEVELOPMENT. STUDIES AND SUPPORT FOR INFORMATION SYSTEMS- LOT2-1ST CONTRACTOR RODAS ROMERO JUAN MIGUEL - PROFILE: INTERFACE DESIGNER	C8	31-12-2019	45 239.48	36 827.18
2311	ORDER FORM EASME/18/066 - PROVISION FOR MOVERS AND LOGISTICS SERVICES - FWC N°OIB 02/PO/2017/055/748/C0/L1- MOZER	C8	31-12-2019	6 049.00	4 173.50
2311	EASME/18/133 - PURCHASE OF SOFAS. POUFS. TABLES. CHAIRS. PARTITIONS AND LAMPS - AHREND - FWC N°OIB DR 2/PR/2013/038/579/C0/L0 A	C8	31-12-2019	31 927.83	31 927.83
2311	EASME/18/134 - PURCHASE OF 40 OFFICE CHAIRS - INTERSTUHL - FWC N° OIB DR 2/PO/2014/055/622/C0/L3A	C8	31-12-2019	8 385.58	8 385.58
2311	PURCHASE ORDER EASME/18/135 - PURCHASE OF ELECTRIC DESKS. PEDESTALS. CUPBOARDS AND MEETING TABLE - DROMEAS - FWC N° OIB DR 2/PO/2014/055/622/C0/L1A	C8	31-12-2019	51 721.29	51 721.29
2311	ORDER FORM EASME/18/146 - PURCHASE OF SOFAS. POUFS. TABLES. CHAIRS. PARTITIONS AND LAMPS - AHREND - FWC N°OIB DR2/PR/2013/038/579/C0/L0 A	C8	31-12-2019	32 903.06	32 903.06
2311	ORDER FORM EASME/18/147 - PURCHASE OF MEETING ROOM TABLES - AHREND - FWC N° OIB DR 2/PO/2014/055/622 LOT 4	C8	31-12-2019	13 856.35	13 856.35

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2312	PURCHASE OF BOOKS. SUBSCRIPTIONS. ETC	C8	31-12-2019	2 000.00	-
2312	COSTS RELATED TO RECORRESPONDENCE. STAMPING AND CARRIAGE	C8	31-12-2019	10 104.63	7 734.16
2312	OFFICE SUPPLIES TO BE PAID TO OIB	C8	31-12-2019	10 000.00	6 489.51
2312	PURCHASE OF SMALL SUPPLIES	C8	31-12-2019	3 334.75	-
2313	EXPENSES RELATED TO INSURANCES	C8	31-12-2019	29 411.16	13 797.53
3111	BUDGET RESERVATION TO COVER THE COSTS OF EXTERNAL SPEAKERS TO LIFE EVENTS	C8	31-12-2019	3 052.89	1 966.74
3111	BUDGET RESERVATION TO COVER THE COSTS OF EXTERNAL EXPERT FOR THE WELCOME DAY TO SME INSTRUMENT	C8	31-12-2019	1 000.00	-
3111	BUDGET RESERVATION TO COVER THE COSTS OF BOOKING MEETING ROOMS OUTSIDE BRUSSELS UNIT B1	C8	31-12-2019	3 000.00	488.13
3111	B2 - EASME/18/057 MONITORING AND SUPPORT SERVICES ICT4WATER CLUSTER	C8	31-12-2019	11 800.00	11 800.00
3111	LOT 2 EASME/COMM/2018/153- MOSTRA - LOGISTIC SUPPORT FOR THE ORGANISATION FOR THE LIFE 17 KICK-OFF EVENT	C8	31-12-2019	19 478.94	-
3111	RENTING VENUE FOR THE EVENT ORGANISED BY EASME B2 IN YOKOHAMA WITHIN WORLD CIRCULAR ECONOMY FORUM	C8	31-12-2019	422.20	-
3111	CATERING WITH EXTERNAL CONTRACTORS	C8	31-12-2019	5 852.97	1 504.24
3112	MISSIONS	C8	31-12-2019	87 617.37	79 583.29
3113	EASME-2018-048 PKF LITTLEJOHN LLP FOR ECO BATCH 8 IMPLEMENTING FRAMEWORK CONTRACT OF EACEA N° 2016-AUDFWC-02 LJ N°30-CE-0800368	C8	31-12-2019	60 500.00	55 380.77
3113	EASME-2018-056 MOORE STEPHENS LLP LIFE BATCH 1 IMPLEMENTING FRAMEWORK CONTRACT OF EACEA N° 2016-AUDFWC-01 MS N°30-CE-0800361	C8	31-12-2019	68 768.00	64 781.00
3113	EASME/2018/097 PKF LITTLEJOHN LLP FOR EEN ACTIONS BATCH 010 - FRAMEWORK SERVICE CONTRACT 2016-AUDFWC-02- LJ OF EACEA NO 30-CE-0800368	C8	31-12-2019	220 000.00	192 500.00
3113	EASME-2018-095 PKF LITTLEJOHN LLP FOR IEE BATCH 19 - FRAMEWORK SERVICE CONTRACT 2016-AUDFWC-02- LJ OF EACEA NO 30-CE-0800368	C8	31-12-2019	11 500.00	11 500.00
3113	EASME-2018-096 PKF LITTLEJOHN LLP FOR COSME BATCH 2 - FRAMEWORK SERVICE CONTRACT 2016-AUDFWC-02- LJ OF EACEA NO 30-CE-0800368	C8	31-12-2019	89 500.00	78 000.00
3113	EASME/2018/098 MOORE STEPHENS LLP FOR COSME ACTIONS BATCH 3 - FRAMEWORK CONTRACT 2016-AUDFWC-01-MS OF EACEA NO 30-CE-0800361	C8	31-12-2019	17 970.00	16 666.05
3113	EASME/2018/101 MOORE STEPHENS LLP FOR COSME ACTIONS BATCH 6 - FRAMEWORK SERVICE CONTRACT 2016-AUDFWC-01- MS OF EACEA NO 30-CE-0800361	C8	31-12-2019	13 560.00	12 013.96
3113	EASME/2018/100 MOORE STEPHENS LLP FOR COSME ACTIONS BATCH 5 - FRAMEWORK SERVICE CONTRACT 2016-AUDFWC-01- MS OF EACEA NO 30-CE-0800361	C8	31-12-2019	13 520.00	12 232.37
3113	EASME/2018/099 MOORE STEPHENS LLP FOR COSME ACTIONS BATCH 4 - FRAMEWORK SERVICE CONTRACT 2016-AUDFWC-01- MS OF EACEA NO 30-CE-0800361	C8	31-12-2019	16 400.00	15 228.28
3114	PUBLICATION WITH OPOCE	C8	31-12-2019	12 107.35	2 601.60
3114	LOT 1 EASME/COSME/2018/083- MOSTRA - COSME COMMUNICATIONS STRATEGY EXPERT INTRAMUROS	C8	31-12-2019	111 208.35	111 208.35
3114	EASME/18/092 - LOT1 EASME/2015/001 DIGITAL COMMUNICATIONS SERVICES 3	C8	31-12-2019	131 833.08	128 468.12
3114	COSME EVENTS 2018: COSTS COVERING THE ORGANISATION OF COSME INFO DAYS AND NETWORKING DAY	C8	31-12-2019	2 463.08	-
3114	LOT 2 EASME/COMM/2018/151- MOSTRA - LOGISTIC SUPPORT FOR THE ORGANISATION OF 1 EVENT IN BRUSSELS	C8	31-12-2019	1 420.12	-
3114	INDIVIDUAL COMMITMENT FOR THE ORGANISATION OF 5 EVENTS FOR EASME - FWC EASME/2015/001/LOT2 - ORGANISATION OF 5 EVENTS AT EASME PREMISES	C8	31-12-2019	21 622.19	14 742.19
3114	EASME/2015/001/LOT 1 - EASME/COMM/2018/101- MOSTRA - PRODUCTION OF PROMOTIONAL MATERIAL FOR EASME	C8	31-01-2019	11.70	-
3114	LOT2/EASME/COMM/2018/152 IN EXECUTION OF FRAMEWORK CONTRACT N° EASME/2015/001 LOT2 - 12TH GEO EUROPEAN WORKSHOP IN GENEVA 12-14 SEPTEMBER	C8	31-12-2019	3 271.95	-
3114	BUDGET RESERVATION TO COVER THE COSTS OF ADMINISTRATION. SUPPORT AND PROMOTION ACTIVITIES UNIT B2 RELATED TO THE ICT4WATER CLUSTER	C8	31-12-2019	5 000.00	5 000.00
3114	LOT 2 EASME/COMM/2018/170- MOSTRA - LOGISTIC SUPPORT FOR EASME PRESENCE AT ECOMONDO	C8	31-12-2019	29 944.30	27 619.58
3114	EASME/COMM/18/110- LOT1 EASME/2015/001 DIGITAL COMMUNICATIONS SERVICES 4	C8	31-12-2019	100 585.12	86 758.72
3114	LOT2/EASME/COMM/2018/174 IN EXECUTION OF FRAMEWORK CONTRACT N° EASME/2015/001 LOT2 - EASME AWAY DAY 2019	C8	31-12-2019	29 428.08	26 585.52
3114	PROVISIONAL COMMITMENT FOR CATERING - H2020 ENERGY EFFICIENCY INFO DAY 2019	C8	31-12-2019	25 596.00	25 596.00

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Budget Line	Commitment User Reference	Original fund source	FDI	Open amount RAL (C8 in 2019)	Payments (C8 in 2019)
3114	LOT2/EASME/COMM/2018/175 IN EXECUTION OF FRAMEWORK CONTRACT N° EASME/2015/001 LOT2 – ORGANISATION AND LOGISTICAL SUPPORT FOR THE H2020 SECURE. CLEAN AND ENERGY EFFICIENT INFO DAY 2019	C8	31-12-2019	30 798.02	28 234.08
3114	EASME/COSME/18/117- LOT1 EASME/2015/001 PROMOTIONAL MATERIAL	C8	31-12-2019	75 799.46	75 246.98
3114	EASME/2015/001/LOT 1 - EASME/COMM/2018/122- MOSTRA - SOCIAL MEDIA EXPERT INTRAMUROS	C8	31-12-2019	96 388.81	96 388.81
3114	EXPENSES RELATED TO TRANSLATION AND INTERPRETATION	C8	31-12-2019	6 196.00	-
3114	EXPENSES RELATED TO THE PUBLICATION OF THE BUDGETS AND ANNUAL ACCOUNTS	C8	31-12-2019	1 000.00	393.35
3116	CC07335. CS013991. 2018-13282. INNOVATIA*UNISYS BELGIUM ATOS BELGI EORDER ESP DESIS III - EXTERNAL SERVICE PROVISION FOR DEVELOPMENT. STUDIES AND SUPPORT FOR INFORMATION SYSTEMS- LOT2-1ST CONTRACTO MITITELU STEFAN - PROFILE: PROJECT MANAGER (PM)	C8	31-12-2019	78 499.80	78 499.80
3116	CC07701. CS001742. 2018-41684. ARHS DEVELOPMENTS SA EORDER FRAMEWORK CONTRACT VOICU ADRIAN - PROFILE: APPLICATION ARCHITECT (AA) - (LEVEL OF EXPERTISE:LEVEL 5) -	C8	31-12-2019	75 847.10	75 847.10
3116	CC07701. CS002649. 2018-50659. ARHS DEVELOPMENTS SA EORDER FRAMEWORK CONTRACT IORDACHE CATALIN - PROFILE: TECHNOLOGY EXPERT (TEX) - (LEVEL OF EXPERTISE:LEVEL 2) -	C8	31-12-2019	99 104.00	99 104.00
TOTAL				3 482 306.46	3 078 189.93
	UNUSED PAYMENT APPROPRIATIONS TO BE REIMBURSED TO THE COMMISSION				(404 116.53)

ANNEX TO THE BUDGET ACCOUNTS

Term	Definition
ABAC	This is the name given to the Commission's accounting system, which since 2005 has been enriched by accrual accounting rules. Apart from the cash-based budget accounts, the Commission produces accrual-based accounts which recognise revenue when earned, rather than when collected. Expenses are recognised when incurred rather than when paid. This contrasts with cash basis budgetary accounting that recognises transactions and other events only when cash is received or paid.
Accounting	The act of recording and reporting financial transactions, including the creation of the transaction, its recognition, processing, and summarisation in the financial statements.
Administrative appropriations	Administrative appropriations cover the running costs of the Institutions and entities (staff, buildings, office equipment).
Adjustment	Amending budget or transfer of funds from one budget item to another.
Adopted budget	Draft budget becomes the adopted budget as soon as it is approved by the Budgetary Authority. Cf. Budget.
Agencies	EU bodies having a distinct legal personality, and to whom budget implementing powers may be delegated under strict conditions. They are subject to a distinct discharge from the discharge authority.
Amending budget	Decision adopted during the budget year to amend (increase, decrease, transfer) aspects of the adopted budget of that year.
Annuality	The budgetary principle according to which expenditure and revenue is programmed and authorised for one year, starting on 1 January and ending on 31 December.
Appropriations	Budget funding. The budget forecasts both commitments (legal pledges to provide finance, provided that certain conditions are fulfilled) and payments (cash or bank transfers to the beneficiaries). Appropriations for commitments and payments often differ — differentiated appropriations — because multiannual programmes and projects are usually fully committed in the year they are decided and are paid over the years as the implementation of the programme and project progresses. Non-differentiated appropriations apply to administrative expenditure, for agricultural market support and direct payments and commitment appropriations equal payment appropriations.
Appropriations	Dedicated revenue received to finance specific items of expenditure. Main sources of external assigned revenue are <i>financial contributions from third countries to programmes financed by the Union</i> . <i>Main sources of internal assigned revenue is revenue from third parties in respect of goods, services or work supplied at their request; (c) revenue arising from the repayment of amounts wrongly paid and revenue from the sale of publications and films, including those on an electronic medium.</i> The complete list of items constituting assigned revenue is given in the Financial Regulation Art. 21(2).
Authorising Officer	The AO is responsible in each institution for authorising revenue and expenditure operations in accordance with the principles of sound financial management and for ensuring that the requirements of legality and regularity are complied with.
C1	Current Appropriations = Initial Budget + Amending Budget + Transfers
C2/C3	Appropriations non automatically carried over – carried over on Decision of the College
C4	Appropriations non automatically carried over – carried over on Decision of the College
C5	Appropriations arising from Internal Assigned Revenue cashed in the previous year and carried over to the current one
C8	Appropriations automatically carried forward from previous year to current year
IC1	Universal revenue voted in the budget
Budget	Annual financial plan, drawn up according to budgetary principles, that provides forecasts and authorises, for each financial year, an estimate of future costs and revenue and expenditures and their detailed description and justification, the latter included in budgetary remarks.
Budget result	The difference between income received and amounts paid, including adjustments for carry-overs, cancellations and exchange rate differences. The resulting amount will have to be reimbursed to the funding authority as provided in the Financial Regulation for Agencies.
Budget implementation	Consumption of the budget through expenditure and revenue operations.
Budgetary authority	Institutions with decisional powers on budgetary matters: the European Parliament and the Council of Ministers.

Term	Definition
Budgetary commitment	A budgetary commitment is a reservation of appropriations to cover for subsequent expenses.
Cancellation of appropriations	Unused appropriations that may no longer be used.
Carryover of appropriations	Exception to the principle of annuality in so far as appropriations that could not be used in a given budget year may, under strict conditions, be exceptionally carried over for use during the following year.
Commitment appropriations	Commitment appropriations cover the total cost of legal obligations (contracts, grant agreements/decisions) that could be signed in the current financial year. Art. 7 FR: <i>Commitment appropriations cover the total cost in the current financial year of legal obligations (contracts, grant agreements/decisions) entered into for operations extending over more than one year.</i>
De-commitment	Cancellation of a reservation of appropriations.
Differentiated appropriations	Differentiated appropriations are used to finance multiannual operations; they cover, for the current financial year, the total cost of the legal obligations entered into for operations whose implementation extends over more than one financial year. Art. 7 FR: <i>Differentiated appropriations are entered for multiannual operations. They consist of commitment appropriations and payment appropriations.</i>
Earmarked revenue	Revenue earmarked for a specific purpose, such as income from foundations, subsidies, gifts and bequests, including the earmarked revenue specific to each institution. (Cf. Assigned revenue)
Economic result	Impact on the balance sheet of expenditure and revenue based on accrual accounting rules.
Entitlements established	Entitlements are recovery orders that the European Union must establish for collecting income.
Exchange rate difference	The difference resulting from currency exchange rates applied to the transactions concerning countries outside the euro area, or from the revaluation of assets and liabilities in foreign currency at the closure.
Expenditure	Term used to describe spending the budget from all types of funds sources.
Financial regulation (FR)	Adopted through the ordinary legislative procedure after consulting the European Court of Auditors, this regulation lays down the rules for the establishment and implementation of the general budget of the European Union. (OJ L 298, 26.10.2012, p. 1)
Funds Source	Type of appropriations (e.g.: C1, C2, etc.)
Grants	Direct financial contributions, by way of donation, from the budget in order to finance either an action intended to help achieve an objective part of an EU policy or the functioning of a body which pursues an aim of general European interest or has an objective forming part of an EU policy.
Implementation	Cf. Budget implementation
Income	Cf. Revenue
Joint Undertakings (JUs)	A legal EU-body established under the TFEU. The term can be used to describe any collaborative structure proposed for the " <i>efficient execution of Union research, technological development and demonstration programmes</i> ".
Lapsing appropriations	Unused appropriations to be cancelled at the end of the financial year. <i>Lapsing</i> means the cancellation of all or part of the authorisation to make expenditures and/or incur liabilities which is represented by an appropriation.
Legal base (basic act)	The legal base or basis is, as a general rule, a law based on an article in the Treaty giving competence to the Community for a specific policy area and setting out the conditions for fulfilling that competence including budget implementation. Certain Treaty articles authorise the Commission to undertake certain actions, which imply spending, without there being a further legal act.
Legal commitment	A legal commitment establishes a legal obligation towards third parties.
Non-differentiated appropriations	Non-differentiated appropriations are for operations of an annual nature. (Art. 9 FR). In the EU-Budget non-differentiated appropriations apply to administrative expenditure, for agricultural market support and direct payments.
Operational appropriations	Operational appropriations finance the different policies, mainly in the form of grants or procurement.
Outstanding commitment	Legal commitments having not fully given rise to liquidation by payments. Cf. RAL.
Outturn	Cf. Budget result
Payment	A payment is a cash disbursement to honour legal obligations.

Term	Definition
Payment appropriations	Payment appropriations cover expenditure due in the current year, arising from legal commitments entered in the current year and/or earlier years (Art. 7 FR).
RAL	Sum of outstanding commitments. Outstanding commitments (or RAL, from the French ' <i>reste à liquider</i> ') are defined as the amount of appropriations committed that have not yet been paid. They stem directly from the existence of multiannual programmes and the dissociation between commitment and payment appropriations. (Cf. <i>Outstanding commitments</i>)
Recovery	The recovery order is the procedure by which the Authorising officer (AO) registers an entitlement by the Commission in order to retrieve the amount which is due. The entitlement is the right that the Commission has to claim the sum which is due by a debtor, usually a beneficiary.
Result	Cf. Outturn
Revenue	Term used to describe income from all sources financing the budget.
Rules of application	Detailed rules for the implementation of the financial regulation. They are set out in a Commission regulation adopted after consulting all institutions and cannot alter the financial regulation upon which they depend.
Surplus	Positive difference between revenue and expenditure (see Budget result) which has to be returned to the funding authority as provided in the Financial Regulation.
Transfer	Transfers between budget lines imply the relocation of appropriations from one budget line to another, in the course of the financial year, and thereby they constitute an exception to the budgetary principle of specification. They are, however, expressly authorised by the Treaty on the Functioning of the European Union under the conditions laid down in the Financial Regulation. The FR identifies different types of transfers depending on whether they are between or within budget titles, chapters, articles or headings and require different levels of authorization.