



Report on Budgetary and Financial Management for the European Foundation for the Improvement of Living and Working Conditions

Financial Year 2024

Agency report pursuant to Art.
103 of the Agency's financial
regulation

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REPORT ON THE BUDGETARY AND FINANCIAL MANAGEMENT

Introduction and Legal Basis

Article 103 of the Financial Regulation applicable to the Agency's budget stipulates that "the Agency shall prepare a report on budgetary and financial management for the financial year." Based on the same article, the report "[...] shall give an account, both in absolute terms and expressed as a percentage, at least, of the rate of implementation of the appropriations together with summary information on the transfers of appropriations among the various budget items."

The budgetary accounting reporting procedures are in accordance with the requirements of Eurofound's Financial Regulation (FR) which was adopted on 30 August 2019 by the Management Board.

The establishment and implementation of the budget of Eurofound shall comply with the principles of unity and budget accuracy, annuality, equilibrium, unit of account, universality, specification and sound financial management, which requires effective and efficient internal control and transparency.

This report analyses the appropriations managed by Eurofound in 2024. The nomenclature of appropriations is defined by the Management Board (Article 36 of the Eurofound's Financial Regulation) and is subdivided into three titles.

- Title 1 budget lines relate to staff expenditure such as salaries and allowances for personnel working with Eurofound. It also includes recruitment expenses, staff missions, expenses for the socio-medical infrastructure and representation costs.
- Title 2 budget lines relate to all buildings, equipment and miscellaneous administrative expenditure.
- Title 3 budget lines provide for the implementation of the activities and tasks assigned to Eurofound by its establishing Regulation (EU) No. 2019/127 of the European Parliament and of the Council of 16 January 2019 repealing Council Regulation (EC) No 1365/75.

Assigned revenue budget lines relate to financing of specific items of expenditure. They can be external (R0) or internal assigned revenue (C4, C5). Assigned revenue appropriations are not cancelled if not committed but carried forward to the next financial year.

Eurofound has non-differentiated appropriations for all Titles with C1 Fund Source.

The analysis follows Eurofound's Financial Regulation Article 103 on Annual report on budgetary and financial management.

According to these rules, the comparison of budget and actual amounts shall be presented separately, for each area of activity. The original and final budget amounts explaining all changes approved by the Budgetary Authority and the Management Board to revise the original budget and the actual implemented amounts shall also be explained.

The budget result is calculated on the basis of the annual budgetary balance referred to in Decision 2014/335/EU, Euratom as explained in Article 244 'Budget implementation reports' in the EU Financial Regulation (EU, Euratom) 2018/1046).

Reporting Currency: The currency used is the Euro.

Financial Information Systems The Agency used the following financial software during the financial year:

- ABAC SAP Accounting and Workflow – general accounting and budgetary management systems
- SAP Business Objects – financial reporting software

1 – Overview of the budget

1.1 Initial budget, amending budgets and final budget

1.1.1 Budgetary Procedure in 2024

Draft Estimate

During the meeting that took place on 13 January 2023, the Executive Board of the Management Board reviewed the 2024 Draft Estimate as part of the Programming Document 2024 – final draft. The total budget draft estimate was EUR 24,260,000.

On 31 January 2023, the draft budget was adopted by written procedure.

The adopted draft budget proposal was sent on behalf of the Management Board to the European Commission. The Commission, in their Draft Budget, kept the general subsidy at the requested level.

Initial Adopted budget 2024

After negotiations between the Council and the Parliament and a conciliation process, the EU budget was approved by the Council and by Parliament on 20 November 2023. As part of the total EU budget the budgetary authority approved Eurofound's general subsidy in line with a proposal from the Commission.

On 22 December 2023, the Management Board adopted the final budget 2024 by written procedure. The total initial adopted budget was EUR 24,260,000

Amending Budget 2024

Article 44 in combination with article 41 of Eurofound's Financial Regulation of 1 July 2019 stipulates that any amendment to the budget shall be the subject of an amending budget. In line with the practice in other EU institutions and bodies, the amendment is usually done at the end of the budgetary year to have a stable forecast for revenue and expenditure. The amending budget follows the same procedure as the initial budget including the publication in the Official Journal within three months of the approval.

Eurofound normally conducts two to three formal forecast reviews during the year. As a result of each forecast exercise Eurofound draws up a new budget scenario. The first amending budget was prepared in the beginning of December 2024. All revenue and expenditure budget lines were adjusted according to the latest forecast as at the end of November 2024 to give a clear and transparent view of the forecasted budget execution. The changes and transfers of funds between the different budget lines made it possible to achieve a high budget execution.

The figures for Title 1 reflected adjustments announced in 'Eurostat reports on the 2024 intermediate and annual update of remuneration and pensions of EU Officials'. These adjustments were:

- Interim salary increase announced in May 2024 effective as of 1.1.2024 impacting salaries by 3.0 % for the full year
- The additional annual salary update effective as of 1.7.2024 amounting to 4.1 %.
- The country coefficient for Ireland first decreased to 137.1 from 139.6 in the first half of 2024 followed by another decrease to 130.7 in the second half of 2024.

Traditionally, Eurofound's subsidy includes a modest ca. 2 % inflation-based indexation. Due to the higher than expected basic salary increases, DG BUDG proposed Amending EU Budget 2024 to the Budgetary Authority in order to factor in the salary adjustments in 2024 (and 2025) and increased Eurofound's subsidy by EUR 275,758 for 2024 (and EUR 380,111 for 2025).

It was already anticipated that the appropriations in title 1 would be deficient. Therefore, savings were sought in all areas of the budget in order to source funds for substantial increases in Title 1. Deviations between the original Title 1 and the amendment arose from the statutory increase of basic salaries as well as actuals paid for outsourced services. Some savings in other Title 1 budget lines were realised, for example, as a result of downward movements of the Irish country coefficient as well as in salaries for contract agents. These savings were used to fund some of the deviations. In addition, a significant amount of further funds had to be moved into Title 1 from Title 3.

In total, total general Title 1 appropriations were increased by EUR 433,000 in the amending budget. The increase of general Title 2 appropriations resulted from additional investments required on facilities management services and IT infrastructure. Overall, general Title 2 appropriations were increased by EUR 395,000 and Title 3 decreased by EUR 564,000.

In the amending budget, some major changes in comparison to the initial budget:

Title 1

Overall, the actual general appropriations (C1) in Title 1 were EUR 433,000 or 2.6% % higher than initially budgeted.

Major savings:

- 'Contract agent' salaries related expenditure decreased by EUR 69,000 (-25 %).
- 'Salary weightings' decreased by EUR 196,000 (-6 %).

Major increases:

- 'Basic salaries for temporary agents' by EUR 295,000 (+3%)
- 'Family allowances' EUR 66,000 by (+6%)

- 'Expatriation allowances' EUR by 88,000 (+8%)
- 'Trainees' by EUR 23,000 (+10 %)
- 'Work-Sent Out' to cover outsourced work arrangements and SLAs with the Commission by EUR 135,000 (+42 %)
- 'Temporary daily subsistence allowances' by EUR 60,000 (+ 298%)

Title 2

Overall, the actual general appropriations (C1) in Title 2 were EUR 395,000 or 23.0 % higher than initially budgeted.

Major savings:

- 'Utilities' (Gas, electricity, water) by EUR 24,000 (-13 %)
- 'Fitting out premises' by EUR 74,000 (-57 %)
- Other expenditure by EUR 25,000 (-100 %)

Major increases:

- additional funds of EUR 383,000 (46 %) were allocated for running current IT infrastructure, rising costs of fixed SLAs with the Commission, for front-loading cloud hosting service expenditure planned for 2025 as well as advance onboarding payment of the new financial system SUMMA.
- additional funds of EUR 146,000 (49 %) were required for investment in building maintenance services 'facilities management'.

Title 3

Overall, the actual general appropriations (C1) in Title 3 were EUR 387,000 or -9 % lower than initially budgeted.

Major savings:

- overall, EUR 381,000 (-8 %) was saved in the budget line 'Studies and Research'. Most of the savings relate to the activity for 'Ad Hoc requests'. Furthermore, due to changes in some project plans further savings in other research projects, such as 'Representativeness studies' were also realised.
- actual 'Meetings and Events' expenditure was EUR 168,000 (-62 %) lower than budgeted. There were only a few research project related expert meetings taking place onsite. Additionally, a large part of initial appropriations earmarked for 'Events and meetings' for the project 'Corporate campaigns' were moved under budget heading 'Marketing and Promotions'.
- 'Management Board' spending was 50 % of the budgeted – savings of EUR 55,000
- further savings of EUR 43,000 (-31 %) were realised in 'Publication and production' expenditure
- expenditure on translations was EUR 132,000 (-35 %) lower than budgeted

Major increases:

- actual expenditure in budget line 'Marketing and Promotion' was EUR 202,000 (198 %) higher than budgeted mainly due to the inclusion of increased e-survey related media costs as well as reassigning appropriations from 'Events and meetings' for the project 'Corporate campaigns' under this heading. Lastly, additional funding was approved to advance arrangement of Eurofound's 50th Anniversary taking place in 2025.

The amending budget with above adjustments was approved on 20 December 2024 by written procedure. The final amended budget of Eurofound was EUR 24,965,993 in 2024.

Table 1: The original budget, amending budget and revenue actually collected in 2024

2024 Revenue (general appropriations and assigned revenue)			
Type of Revenue	Original Budget	Amending Budget(s)	Actually collected
EU subsidy	24,054,000.00	24,329,758.00	24,329,758.00
Revenue for services rendered / other miscellaneous	206,000.00	636,235.00	539,108.00
Revenue arising from Service Level Agreement			
	24,260,000.00	24,965,993.00	24,868,866.00

Further breakdown is illustrated in chapter 3. Revenue.

Table 2: Voted expenditure budget 2024, cumulative transfers, amending budget and final budget appropriations (commitment and payment appropriations)

	TITLE	Original Budget 2024	Amendments / transfers in amending budget	1st Amending Budget (approved by the Management Board)	Final appropriations
Budget line	Title 1 - Staff C1 only	16,360,000.00	433,249.50	16,793,249.50	16,793,249.50
Budget line	Title 1 - Staff (C1, C4, R0)	16,360,000.00	441,547.19	16,801,547.19	16,801,547.19
1100	Basic salaries	8,515,000.00	294,959.97	8,809,959.97	8,809,959.97
1100	<i>Basic salaries - C4</i>	-		2,250.00	2,250.00
1101	Family allowances	1,077,000.00	65,614.07	1,142,614.07	1,142,614.07
1102	Expatriation allowances	1,093,000.00	87,539.36	1,180,539.36	1,180,539.36
1103	Secretarial allowances	4,000.00	1,894.30	2,105.70	2,105.70
1120	Further training for staff	120,000.00	105.60	119,894.40	119,894.40
1121	Contract agents	460,000.00	68,660.95	391,339.05	391,339.05
1130	Insurance against sickness	313,000.00	6,284.38	319,284.38	319,284.38
1131	Insurance against accident	35,000.00	760.62	35,760.62	35,760.62
1132	Unemployment insurance	108,000.00	41.17	107,958.83	107,958.83
1141	Travel expenses for annual leave	199,000.00	27,521.02	226,521.02	226,521.02
1150	Overtime	-	9.64	9.64	9.64
1175	Other services & work sent out	320,000.00	135,037.98	455,037.98	455,037.98
1175	<i>Other services & work sent out- C4</i>		2,616.84	2,616.84	2,616.84
1176	Seconded officials from Member States	-	-		
1177	Trainee officials (stagiaires)	124,000.00	22,716.00	146,716.00	146,716.00
1180	Misc. expend. on staff recruitment	10,000.00	9,036.96	963.04	963.04
1181	Travel expenses	5,000.00	3,230.82	8,230.82	8,230.82
1182	Installation & resettlement allowances	58,000.00	2,851.56	60,851.56	60,851.56
1183	Removal expenses	36,000.00	13,073.32	49,073.32	49,073.32
1184	Temporary daily subsistence allow.	20,000.00	59,537.26	79,537.26	79,537.26
1190	Salary weightings	3,555,000.00	196,004.79	3,358,995.21	3,358,995.21
1300	Mission, travel & incidental expenses	125,000.00	9,460.19	115,539.81	115,539.81
1300	<i>Mission, travel & incidental expenses - C4</i>	-	3,430.85	3,430.85	3,430.85
1400	Restaurants and canteens	138,000.00	496.80	137,503.20	137,503.20
1410	Medical services	30,000.00	2,954.95	27,045.05	27,045.05
1420	Other welfare expenditure	15,000.00	2,769.21	17,769.21	17,769.21
1430	Entertainment & representation expenditure		-	-	-

	TITLE	Original Budget 2024	Amendments / transfers in amending budget	1st Amending Budget (approved by the Management Board)	Final appropriations
	Title 2 - Administration C1 only	1,720,000.00	394,790.37	2,114,790.37	2,114,790.37
	Title 2 - Administration(C1, C4, R0)	1,720,000.00	396,354.83	2,116,354.83	2,116,354.83
2010	Insurance	50,000.00	4,688.44	54,688.44	54,688.44
2020	Water, gas, electricity,heating	193,000.00	- 24,314.67	168,685.33	168,685.33
2020	<i>Water, gas, electricity,heating - C4</i>		1,564.46	1,564.46	1,564.46
2030	Cleaning and maintenance	4,000.00	- 1,235.62	2,764.38	2,764.38
2031	Facilities management	300,000.00	146,401.04	446,401.04	446,401.04
2040	Fitting out of premises	130,000.00	- 74,071.09	55,928.91	55,928.91
2090	Other expenditure	25,000.00	- 25,000.00	-	-
2100	Rent	29,000.00	- 1,583.00	27,417.00	27,417.00
2200	Technical equipment;	10,000.00	- 6,823.18	3,176.82	3,176.82
2204	Electronic office equipment	840,000.00	383,000.00	1,223,000.00	1,223,000.00
2210	Furniture	5,000.00	- 3,073.06	1,926.94	1,926.94
2230	Vehicles and transportation	3,000.00	- 2,104.81	895.19	895.19
2250	Library expenses	80,000.00	2,411.71	82,411.71	82,411.71
2300	Stationery and office supplies	5,000.00	- 3,893.91	1,106.09	1,106.09
2310	Other current administrative expenditure	20,000.00	- 6,551.23	13,448.77	13,448.77
2400	Postage & delivery charges	6,000.00	- 560.25	5,439.75	5,439.75
2410	Telecommunication	20,000.00	7,500.00	27,500.00	27,500.00
	Title 3 - Operational C1	6,180,000.00	- 563,935.25	5,616,064.74	5,616,064.74
	Title 3 - Operational (C1, C4, R0)	6,180,000.00	- 131,908.93	6,048,091.06	6,048,091.06
3000	Information management and web	490,000.00	8,644.88	498,644.88	498,644.88
3010	Publication and production	142,000.00	- 43,330.91	98,669.09	98,669.09
3012	Marketing and promotion	206,000.00	202,493.47	408,493.47	408,493.47
3030	Research and study contracts	4,578,000.00	- 380,997.68	4,197,002.31	4,197,002.31
3030	Research and study - assigned revenue (Other -R0)	-	401,546.95	401,546.95	401,546.95
3040	Events and meetings	270,000.00	- 167,966.26	102,033.74	102,033.74
3041	<i>Events and meetings - C4</i>			30,479.37	30,479.37
3041	Interpretation	5,000.00	5,500.00	10,500.00	10,500.00
3042	Management Board	111,000.00	- 55,886.75	55,113.25	55,113.25
3050	Translation	378,000.00	- 132,392.00	245,608.00	245,608.00
	Total C1	24,260,000.00	264,104.62	24,524,104.62	24,524,104.61
	Total (C1, C4, R0)	24,260,000.00	705,993.09	24,965,993.09	24,965,993.08

1.1.2 Transfers adopted by the Executive Director

85 credit transfers were executed in order to enable high budget execution and the requirements for the final budget forecast (in 2023: 56 credit transfers were made). Most of the budget transfers relate to the salary adjustments, the decrease of the Irish salary country co-efficient from 139.6 to 130.7 as well as budget surplus reallocation decisions. The complete list of credit transfers is found in Annex 1 of this report.

1.2 Budget Implementation

1.2.1 Consolidated budget implementation

The table 4 below summarises the amended budget revenue and actual revenue collected, as well as the final budget appropriations entered in the financial system ABAC.

Entered final budget appropriations show expenditure on fund sources C1, R0, C4 in the current year. Appropriations carried over from previous year(s) include expenditure on R0, C8, C3 and C5 funds sources. The detailed analysis of each appropriations / fund type is given in subsequent chapters.

Table 3: Summary table for Revenue and Expenditure (in thousand EUR)

REVENUE (in 000 EUR)			EXPENDITURE (in 000 EUR)										
Source of revenue	Revenue entered in the final budget for the financial year	Revenue collected	Allocation of expenditure	Final budget appropriations					Appropriations carried forward from previous financial year(s)				
				entered	committed	paid	carried forward	cancel- led	entered	committed	paid	to be carried forward	cancel- led
General Community Subsidy (IC1)	24,330	24,330	Title I Staff	16,793	16,793	16,682	111	-	192		157	-	35
Other revenue - miscellaneous (IC1)	22	22	Title II Administration	2,115	2,115	1,514	601	-	414	-	395	-	19
Other revenue - services rendered (IC1)	172	75	Title III Operating activities	5,616	5,616	2,628	2,988	-	3,396	-	3,353	-	43
Internally Assigned revenue (IC4)	40	40	Expenditure from Internally Assigned revenue (C4 and C5)	40	39	39	1		163	92	92	-	72
Externally Assigned revenue (IPA IR1)	-	-	Expenditure from Externally Assigned revenue (IPA R0)				-		723	404	294	428	-
Externally Assigned revenue (Other IR1)	402	402	Expenditure from Externally Assigned revenue (Other R0)	402	395	194	208		703	597	335	368	-
TOTAL	24,966	24,869	TOTAL	24,966	24,958	21,057	3,909	-	5,591	1,093	4,626	796	169

1.2.2 General assessment (C1)

The final amended budget of Eurofound was EUR 24,965,993 in 2024. This amount includes appropriations from C1, C4 and new R0 funds of the current year.

General C1 budget appropriations available for activities authorised in the Programming Document 2024 amounted to EUR 24,524,105

Final commitments made from C1 appropriations were EUR 24,524,105.

The final budget implementation rate measured by commitments made from C1 budget appropriations is 100 % (in 2023: 100 %) whereas the final execution of payments is 84.9 %. Remaining payments (16.1 %) in carry forward commitments (RAL) are to be made in 2025. None of the C1 appropriations were cancelled as non-committed.

Actual cumulative total carry-forward appropriations of EUR 3,700,070 were EUR 445,377 higher than the original expectation of EUR 3,254,693 (In 2023, EUR 3,994,943 or 16.8 % of C1 appropriations were carried forward). The main increase of carry-forward appropriations resulted from budget reallocations in Title 2 at the year end. Around EUR 300,000 was decided to fund maintenance and

upgrades of the current IT infrastructure and cloud hosting service expenditure planned for 2025 as well as EUR 50,000 was assigned towards the upfront payment of the new financial system SUMMA onboarding fee. Additional funds of EUR 146,000 were also allocated to building maintenance services 'facilities management' for which a large amount of orders were not placed until close to the year end.

In Title 3, overall there was only a small increase of EUR 24,000 of carry-forward appropriations. It was related to the funding reallocations decision at year end leading to late commitments as well as minor delays in implementation of some projects or service/order deliveries which resulted in postponing payments to 2025.

1.2.3 Consumption of current year's appropriations (C1, C4, R0) – EUR - consolidated

The table below shows implementation rates for commitments and payments in all budget lines in absolute terms as a percentage in C1, C4 and R0 fund sources.

Table 4: Consumption of current year's appropriations (C1, C4, R0) – EUR

	TITLE	Final appropriations (1)	Actual Commitments (2)	% Committed (2/1)	Actual Payments (3)	% paid (3/2)	Carry Forward to 2025 (2-3)	% Carried forward	Cancellation of Appropriations
Budget line	Title 1 - Staff C1 only	16,793,249.50	16,793,249.50	100%	16,682,076.80	99.3%	111,172.70	0.7%	-
Budget line	Title 1 - Staff (C1, C4, R0)	16,801,547.19	16,800,685.20	100.0%	16,688,898.31	99.3%	112,648.88	0.7%	-
1100	Basic salaries	8,809,959.97	8,809,959.97	100.0%	8,809,959.97	100.0%	-	0.0%	-
1100	Basic salaries - C4	2,250.00	2,250.00	100.0%	2,250.00	100.0%	-	0.0%	-
1101	Family allowances	1,142,614.07	1,142,614.07	100.0%	1,142,614.07	100.0%	-	0.0%	-
1102	Expatriation allowances	1,180,539.36	1,180,539.36	100.0%	1,180,539.36	100.0%	-	0.0%	-
1103	Secretarial allowances	2,105.70	2,105.70	100.0%	2,105.70	100.0%	-	0.0%	-
1120	Further training for staff	119,894.40	119,894.40	100.0%	104,625.34	87.3%	15,269.06	12.7%	-
1121	Contract agents	391,339.05	391,339.05	100.0%	391,339.05	100.0%	-	0.0%	-
1130	Insurance against sickness	319,284.38	319,284.38	100.0%	319,284.38	100.0%	-	0.0%	-
1131	Insurance against accident	35,760.62	35,760.62	100.0%	35,760.62	100.0%	-	0.0%	-
1132	Unemployment insurance	107,958.83	107,958.83	100.0%	107,958.83	100.0%	-	0.0%	-
1141	Travel expenses for annual leave	226,521.02	226,521.02	100.0%	226,521.02	100.0%	-	0.0%	-
1150	Overtime	9.64	9.64		9.64		-	0.0%	-
1175	Other services & work sent out	455,037.98	455,037.98	100.0%	403,831.05	88.7%	51,206.93	11.3%	-
1175	Other services & work sent out- C4	2,616.84	2,616.84	100.0%	2,616.84	100.0%	-	100.0%	-
1176	Seconded officials from Member States						-	0.0%	-
1177	Trainee officials (stagiaires)	146,716.00	146,716.00	100.0%	146,716.00	100.0%	-	0.0%	-
1180	Misc. expend. on staff recruitment	963.04	963.04	100.0%	963.04	100.0%	-	0.0%	-
1181	Travel expenses	8,230.82	8,230.82	100.0%	8,230.82	100.0%	-	0.0%	-
1182	Installation & resettlement allowances	60,851.56	60,851.56	100.0%	60,851.56	100.0%	-	0.0%	-
1183	Removal expenses	49,073.32	49,073.32	100.0%	49,073.32	100.0%	-	0.0%	-
1184	Temporary daily subsistence allow.	79,537.26	79,537.26	100.0%	79,537.26	100.0%	-	0.0%	-
1190	Salary weightings	3,358,995.21	3,358,995.21	100.0%	3,358,995.21	100.0%	-	0.0%	-
1300	Mission, travel & incidental expenses	115,539.81	115,539.81	100.0%	105,548.67	91.4%	9,991.14	8.6%	-
1300	Mission, travel & incidental expenses - C4	3,430.85	2,568.86	74.9%	1,954.67	76.1%	1,476.18	57.5%	-
1400	Restaurants and canteens	137,503.20	137,503.20	100.0%	114,586.00	83.3%	22,917.20	16.7%	-
1410	Medical services	27,045.05	27,045.05	100.0%	16,349.00	60.5%	10,696.05	39.5%	-
1420	Other welfare expenditure	17,769.21	17,769.21	100.0%	16,676.89	93.9%	1,092.32	6.1%	-
1430	Entertainment & representation expenditure	-	-		-		-	-	-
	Title 2 - Administration C1 only	2,114,790.37	2,114,790.37	100.0%	1,514,218.98	71.6%	600,571.39	28.4%	-
	Title 2 - Administration(C1, C4, R0)	2,116,354.83	2,116,354.83	100.0%	1,515,783.44	71.6%	600,571.39	28.4%	-
2010	Insurance	54,688.44	54,688.44	100.0%	54,389.26	99.5%	299.18	0.5%	-
2020	Water, gas, electricity, heating	168,685.33	168,685.33	100.0%	130,703.52	77.5%	37,981.81	22.5%	-
2020	Water, gas, electricity, heating - C4	1,564.46	1,564.46	100.0%	1,564.46	100.0%	-	100.0%	-
2030	Cleaning and maintenance	2,764.38	2,764.38	100.0%	2,264.38	81.9%	500.00	18.1%	-
2031	Facilities management	446,401.04	446,401.04	100.0%	301,455.65	67.5%	144,945.39	32.5%	-
2040	Fitting out of premises	55,928.91	55,928.91	100.0%	55,326.00	98.9%	602.91	1.1%	-
2090	Other expenditure	-	-	n/a	-		-	n/a	-
2100	Rent	27,417.00	27,417.00	100.0%	27,417.00	100.0%	-	0.0%	-
2200	Technical equipment,	3,176.82	3,176.82	100.0%	1,688.18	53.1%	1,488.64	46.9%	-
2204	Electronic office equipment	1,223,000.00	1,223,000.00	100.0%	824,491.17	67.4%	398,508.83	32.6%	-
2210	Furniture	1,926.94	1,926.94	100.0%	950.00	49.3%	976.94	50.7%	-
2230	Vehicles and transportation	895.19	895.19	100.0%	895.19	100.0%	-	0.0%	-
2250	Library expenses	82,411.71	82,411.71	100.0%	80,319.43	97.5%	2,092.28	2.5%	-
2300	Stationery and office supplies	1,106.09	1,106.09	100.0%	1,106.09	100.0%	-	0.0%	-
2310	Other current administrative expenditure	13,448.77	13,448.77	100.0%	13,348.77	99.3%	100.00	0.7%	-
2400	Postage & delivery charges	5,439.75	5,439.75	100.0%	5,439.75	100.0%	-	0.0%	-
2410	Telecommunication	27,500.00	27,500.00	100.0%	14,424.59	52.5%	13,075.41	47.5%	-

	TITLE	Final appropriations (1)	Actual Commitments (2)	% Committed (2/1)	Actual Payments (3)	% paid (3/2)	Carry Forward to 2025 (2-3)	% Carried forward	Cancellation of Appropriations
	Title 3 - Operational C1	5,616,064.74	5,616,064.74	100.0%	2,627,738.49	46.8%	2,988,326.25	53.2%	-
	Title 3 - Operational (C1, C4, R0)	6,048,091.06	6,041,091.04	99.9%	2,851,991.34	47.2%	3,196,099.72	52.8%	-
3000	Information management and web	498,644.88	498,644.88	100.0%	246,032.90	49.3%	252,611.98	50.7%	-
3010	Publication and production	98,669.09	98,669.09	100.0%	88,762.87	90.0%	9,906.22	10.0%	-
3012	Marketing and promotion	408,493.47	408,493.47	100.0%	278,484.68	68.2%	130,008.79	31.8%	-
3030	Research and study contracts	4,197,002.31	4,197,002.31	100.0%	1,644,831.89	39.2%	2,552,170.42	60.8%	-
3030	Research and study - assigned revenue (Other -R0)	401,546.95	394,546.93	98.3%	193,773.48	49.1%	207,773.47	51.7%	-
3040	Events and meetings	102,033.74	102,033.74	100.0%	101,712.29	99.7%	321.45	0.3%	-
3041	Events and meetings - C4	30,479.37	30,479.37	100.0%	30,479.37	100.0%	-	0.0%	-
3041	Interpretation	10,500.00	10,500.00	100.0%	10,500.00	100.0%	-	0.0%	-
3042	Management Board	55,113.25	55,113.25	100.0%	29,640.86	53.8%	25,472.39	46.2%	-
3050	Translation	245,608.00	245,608.00	100.0%	227,773.00	92.7%	17,835.00	7.3%	-
	Total C1	24,524,104.61	24,524,104.61	100.0%	20,824,034.27	84.9%	3,700,070.34	15.1%	-
	Total (C1, C4, R0)	24,965,993.08	24,958,131.07	100.0%	21,056,673.09	84.3%	3,909,319.99	15.7%	-

1.2.4 Consumption of internal assigned revenue (C4) – EUR

The below table summarises appropriations and consumption of internally assigned revenue in C4 fund source only.

The C4 funds available mainly arise from recoveries of staff costs relating to accounting services provided to the European Labour Authority, missions paid by other organisations and recoveries of costs from other EU agencies for joint organisation of a 'Tripartite Exchange Seminar' in May 2024.

Table 5: Consumption of internal assigned revenue appropriations(C4)

	TITLE	New Appropriations in 2024	Committed in 2024	Payments in 2024	% paid	Cancelled	Carried forward to 2025
	Title 1 - Staff	8,297.69	7,435.70	6,821.51	82%	-	1,476.18
1100	Basic salaries	2,250.00	2,250.00	2,250.00	100%	-	-
1175	Work Sent Out	2,616.84	2,616.84	2,616.84	100%	-	-
1300	Missions	3,430.85	2,568.86	1,954.67	57%	-	1,476.18
	Title 2 - Administration	1,564.46	1,564.46	1,564.46	0%	-	-
2020	Water, electricity and gas	1,564.46	1,564.46	1,564.46	100%	-	-
	Title 3 - Operational Expenditure	30,479.37	30,479.37	30,479.37	100%	-	-
3040	General meetings	30,479.37	30,479.37	30,479.37	0%	-	-
					0%	-	
	TOTAL C4	40,341.52	39,479.53	38,865.34	182%	-	1,476.18

1.2.5 Consumption of external assigned revenue (R0) – EUR

Table 6 below summarises appropriations and consumption of new and old ('carry over') external assigned revenue relating to past and current IPA agreements and contributions towards the European Working Conditions Surveys in R0 fund source only.

Table 7 summarises the consumption of 'carry over' appropriations originating from the Service Level Agreement on Pilot Project: '*Minimum Wages*'.

Table 6: Consumption of new and old ('carry over') appropriations relating to the past and current IPA agreements and contributions towards the European Working Conditions Survey

Budget line	Item	Carry Forward/Over Balance of 2024	New Appropriations in 2024	Commitments in 2024	Appropriations cancelled	Payments in 2024	Carry forward/over to 2025
	IPA 2018 402-940	36202.22					
3030	Research and study contracts	36,202.22					36,202.22
TOTAL 'IPA 2018 402-940' - RO		36,202.22	0.00	0.00	0.00	0.00	36,202.22
Budget line	Item	Carry Forward/Over Balance of 2024	New Appropriations in 2024	Commitments in 2024	Appropriations cancelled	Payments in 2024	Carry forward/over to 2025
	IPA 2023 -700001546						
1100-1190	Salary Relates costs	100,980.53	0.00	100,980.53		100,980.53	0.00
1300	Missions	4,934.16	0.00	4,300.61		4,300.61	633.55
	Total	105,914.69	0.00	105,281.14		105,281.14	633.55
3010	Publication	25,000.00		1,212.00		0.00	25,000.00
3012	Marketing and promotion	24,500.00		0.00			24,500.00
3030	Research and study contracts	421,092.60	0.00	299,139.37		176,791.37	244,301.23
3040	Meetings and Events	30,000.00		12,293.13		12,293.13	17,706.87
3050	Translations	80,000.00		13,702.50		0.00	80,000.00
	Total	580,592.60	0.00	299,139.37		189,084.50	391,508.10
TOTAL IPA '2023 700001546' - RO		686,507.29	0.00	404,420.51		294,365.64	392,141.65
Budget line	Item	Carry Forward/Over Balance of 2024	New Appropriations in 2024	Commitments in 2024	Appropriations cancelled	Payments in 2024	Carry forward/over to 2025
	Other assigned revenue						
3030	Research and study contracts						
	Belgium participation in 7 th EWCS (2019)	4,500.00					4,500.00
	Slovenia participation in 7 th EWCS (2019)	3,675.92					3,675.92
	Norway participation in 7 th EWCS (2019)	5,190.23					5,190.23
	Switzerland participation in 7 th EWCS (2019)	4,499.82					4,499.82
	Belgium participation in EWCS (2024)	239,300.00		235,800.00		0.00	239,300.00
	Slovenia participation in EWCS (2024)	29,099.00		25,599.00		0.00	29,099.00
	Norway participation in EWCS (2024)	142,466.05	198,522.93	337,488.98		238,227.52	102,761.46
	Switzerland participation in EWCS (2024)	145,616.81	203,024.02	345,140.81		243,628.82	105,012.01
TOTAL 'Other Assigned Revenue' -		574,347.83	401,546.95	944,028.79	0.00	481,856.34	494,038.44

In the beginning of 2024, cumulative appropriations arising from assigned revenue relating to the past and current IPA agreements and contributions towards the European Working Conditions Surveys from previous years amounted to EUR 1,297,057. This figure included

- a small balance of EUR 36,202 still available from the IPA grant agreement 2018-402-940 which overall totalled to EUR 550,000. This balance is still available in R0 appropriations and will be made available in general commitment appropriations in the 2025 budget
- the balance of EUR 686,507 still available from the current IPA agreement 700001546
- EUR 574,349 from contributions from EU member states and other countries towards the European Working Conditions. Thereof, EUR 556,482 relate to contributions received in 2023 and EUR 17,865.97 relate to the already concluded 7th European Working Conditions Survey and represent the fee for Eurofound's overheads. It will eventually be made available for general commitment appropriations in the 2025 budget.

In 2024, new contributions totalling to EUR 401,547 were received from Norway and Switzerland towards the preparation and implementation of the new European Working Conditions Survey (2024).

Overall, EUR 238,228 was paid for specific contracts for EWCS in Norway and similarly EUR 243,629 in Switzerland for the work done in 2022, 2023 and 2024. There have not yet been any payments for EWCS in Slovenia and Belgium.

The carry over balance for the past and current IPA agreements and contributions towards the European Working Conditions Survey stood at EUR 922,382 in R0 appropriations at the year end.

Table 7: Consumption of old ('carry over') appropriations related to the Service Level Agreement on Pilot Project: 'Minimum Wages'

Budget line	Item	Carry Forward/Over Balance of 2024	New Appropriations in 2024	Commitments in 2024	Appropriations cancelled / reclassified in 2024	Payments in 2024	Carry forward/over to 2025
	Pilot Project on Minimum Wage (Service Level Agreement)						
1100-1190	Salary related costs	32,248.26	0.00	32,049.56	0.00	32,049.56	198.70
1420	Other Welfare	400.00	0.00	400.00	0.00	400.00	0.00
	Total	32,648.26	0.00	32,449.56	0.00	32,449.56	198.70
3010	Publication and production	13,283.60	0.00	2,526.60	0.00	2,526.60	10,757.00
3030	Research and study contracts	66,964.72	0.00	1,100.00	0.00	1,100.00	65,864.72
3040	Events and meetings	4,563.24	0.00	0.00	0.00	0.00	4,563.24
3050	Translation	10,962.00	0.00	10,962.00	0.00	10,962.00	0.00
	Total	95,773.56	0.00	14,588.60	0.00	14,588.60	81,184.96
TOTAL Pilot Project on Minimum Wages (SLA) - R0		128,421.82	0.00	47,038.16	0.00	47,038.16	81,383.66

At the end of 2020, Eurofound entered into a three-year Service Level Agreement (SLA) with DG EMPL to carry out a Pilot Project on Minimum Wages. EUR 1,000,000 funding was received and appropriated in R0 fund source. The balance available for payment was EUR 128,422 at the end of 2023. The agreement has now expired and all outstanding payments of EUR 47,038 were made in 2024. The balance available in appropriations stood EUR 81,384 at the year end 2024. Thereof, EUR 50,000 will be charged to Eurofound overheads and included as

income in 2025 budget. The rest, EUR 31,384 is expected to be refunded to DG EMPL in 2025.

1.2.6 Consumption of previous year's carry forward appropriations (C8 and C3) – EUR

The tables below show the consumption of carry forward commitments from 2024. The overall cancellation rate stands at 2.4 % (in 2023: 1.7 %).

The cancellations primarily related to orders and services which suppliers/contractors did not deliver.

Table 8: Consumption of carry forward commitments (C8)

TITLE		Appropriations Carried Forward from 2024	Payments in 2024	% paid	Cancelled	% cancelled
Budget line	Title 1 - Staff	192,265.81	157,016.44	81.7%	35,249.37	18.3%
1120	Further training for staff	34,530.70	33,158.50	96.0%	1,372.20	4.0%
1120	Mission, travel & incidental expenses - C4	3,450.00	-	0.0%	3,450.00	100.0%
1175	Other services & work sent out	93,392.87	81,473.20	87.2%	11,919.67	12.8%
1300	Mission, travel & incidental expenses	4,288.88	3,234.48	75.4%	1,054.40	24.6%
1400	Restaurants and canteens	34,375.80	34,375.80	100.0%	-	0.0%
1410	Medical services	20,610.00	3,835.00	18.6%	16,775.00	81.4%
1420	Other welfare expenditure	1,617.56	939.46	58.1%	678.10	41.9%
	Title 2 - Administration	413,781.88	394,987.08	95.5%	18,794.80	4.5%
2010	Insurance	260.00	260.00	100.0%	-	0.0%
2020	Water, gas, electricity, heating	31,350.98	20,410.05	65.1%	10,940.93	34.9%
2030	Cleaning and maintenance	262.33	262.33	100.0%	-	0.0%
2031	Facilities management	82,338.92	81,996.82	99.6%	342.10	0.4%
2040	Fitting out of premises	86,550.00	85,250.00	98.5%	1,300.00	1.5%
2200	Technical equipment	531.81	-	0.0%	531.81	100.0%
2204	Electronic office equipment	144,402.47	141,720.10	98.1%	2,682.37	1.9%
2210	Furniture	4,332.08	4,332.08	100.0%	-	0.0%
2230	Vehicles and transportation	59,679.03	59,318.00	99.4%	361.03	0.6%
2250	Library expenses	1.62	-	0.0%	1.62	100.0%
2310	Other current administrative expenditure	100.00	100.00	100.0%	-	0.0%
2400	Postage & delivery charges	322.00	-	0.0%	322.00	100.0%
2410	Telecommunication	3,650.64	1,337.70	36.6%	2,312.94	63.4%
	Title 3 - Operational	3,396,195.27	3,353,111.92	98.7%	43,083.35	1.3%
3000	Operational documentation system	121,825.70	121,825.70	100.0%	-	0.0%
3010	Publication of results of studies	32,226.50	32,202.00	99.9%	24.50	0.1%
3012	Marketing and promotion	71,107.40	71,010.15	99.9%	97.25	0.1%
3012	Marketing and promotion C4 - SLA WTR	3,850.00	3,850.00	100.0%	-	0.0%
3030	Research and Study contracts	2,974,225.22	2,942,658.80	98.9%	31,566.42	1.1%
3040	General costs of meetings	8,500.45	8,185.91	96.3%	314.54	3.7%
3042	Management Board meetings	29,426.00	18,606.36	63.2%	10,819.64	36.8%
3050	Translation of study reports	155,034.00	154,773.00	99.8%	261.00	0.2%
	Total C8	4,002,242.96	3,905,115.44	97.6%	97,127.52	2.4%

Table 9: Consumption of carry forward commitments (C3)

N/A. There were no C3 appropriations in 2024.

1.2.7 Consumption of previous year's carry over appropriations (C5) – EUR

The below table summarises carry over appropriations and consumption of internally assigned revenue in C5 fund source only.

In title 1, funds available and consumed mainly originated from recovery of staff costs relating to accounting services provided to the European Labour Authority in 2023. There were also some funds available related to recoveries of mission and other costs.

In title 2, funds available and consumed originated from the electricity costs recovered from the electric car charging service provider.

In title 3, funds available were carry overs relating to the Service Level Agreement on pilot project 'Working Time Reduction' with DG EMPL. This SLA was cancelled during the year. EUR 11,500 was re-classified as IC1 'general revenue' and the remaining EUR 60,109 was returned to DG EMPL.

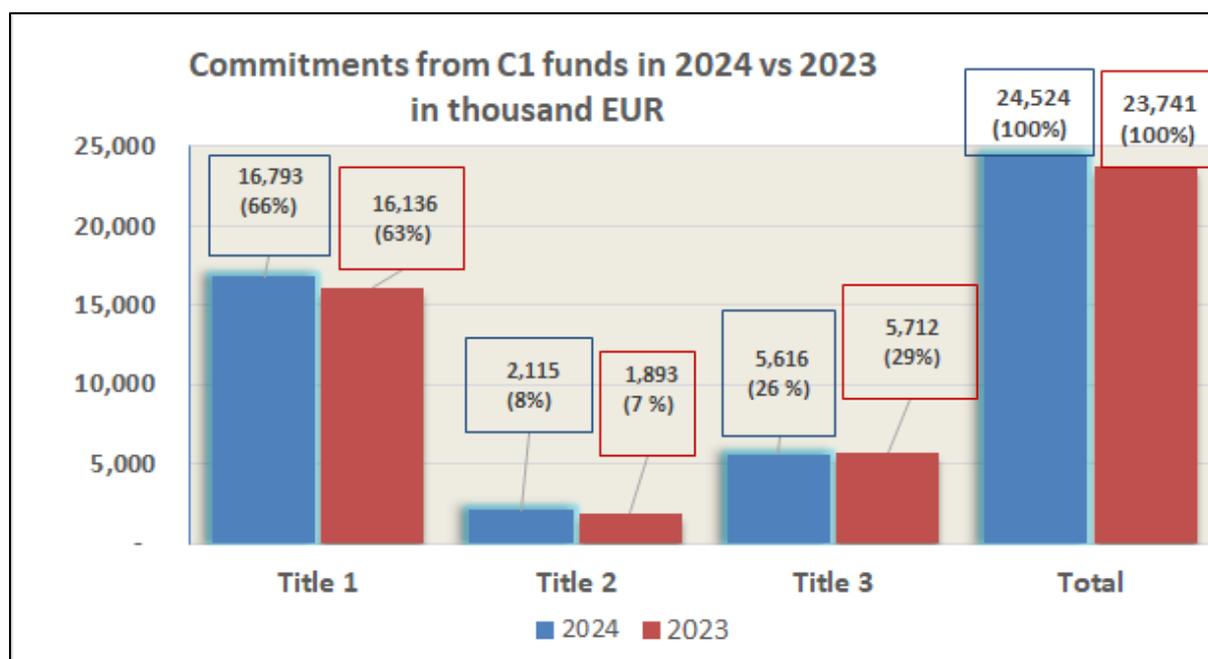
Table 10: Consumption of carry over appropriations (C5)

C5	TITLE	Appropriations Carried Forward from 2023	Committed in 2024	Payments in 2024	% paid	Cancelled/reclassified in 2024	% cancelled
	Title 1 - Staff	56,484.67	56,484.67	56,484.67	100%		
1100	Basic Salaries	54,450.00	54,450.00	54,450.00	100%	-	-
1175	Work Sent Out	436.14	436.14	436.14	100%		
1300	Missions	1,598.53	1,598.53	1,598.53	100%		
	Title 2 - Administration	750.21	750.21	750.21	100%		
2020	Water, gas, electricity, heating	750.21	750.21	750.21	100%		
	Title 3 - Operational	106,200.00	34,590.61	34,590.61	33%		
3012	Marketing and promotion - SLA WTR	1,150.00	-	-		1,150.00	100%
3030	Research and Study contracts - SLA WTR	105,050.00	34,590.61	34,590.61	33%	70,459.39	67%
		163,434.88	91,825.49	91,825.49	133%	71,609.39	44%

1.2.8 Comparison of commitments by titles in 2024 and 2023 (C1 only).

The graph below shows the breakdown of commitments from C1 fund source in 2024 and 2023. Overall, there were EUR 783,000 (or 3.3 %) more available in 2024 general budget appropriations. Traditionally, Eurofound's subsidy includes a modest ca. 2 % inflation-based indexation. In 2024, Eurofound exceptionally received an additional EU subsidy of EUR 276,000 in December. The increase has primarily been consumed to cover the higher than expected rises in basic salaries and allowances.

Graph 1: Comparison of commitments by titles in 2024 and 2023 (C1)



1.2.9 Budget outturn result (EUR)

Calculation of the Budget Outturn: The revenue entered in the accounts is the amount actually received during the course of the year. For the purposes of calculating the budget outturn 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 of appropriations carried over automatically and by decision. It also includes adjustment for carry-over from previous year appropriations available at 31.12 arising from assigned revenue

Table 11: Budget Outturn results in 2024

The balance of the budget outturn account for the financial year 2024 shows a zero-balance, this means no funds to be returned to the Commission.

		<i>EUR</i>	
	Title	2024	2023
Revenue			
Balancing Commission subsidy		24,329,758	23,595,000
Other subsidy from Commission		0	845,161
Misc. revenue - general		21,500	951
Misc. revenue – internal assigned		38,092	11,754
Other revenue from admin. operations		630	0
Services rendered - General		75,089	68,244
Services rendered – Internal assigned revenue		2,250	179,450
Services rendered – External assigned revenue		401,547	592,756
	TOTAL REVENUE (a)	24,868,866	25,293,316
Expenditure			
<i>Staff</i>	1		
Payments		(16,883,114)	(16,115,651)
Appropriations carried over to the following year		(113,481)	(277,652)
<i>Administrative Expenses</i>	2		
Payments		(1,516,534)	(1,478,812)
Appropriations carried over to the following year		(600,571)	(414,532)
<i>Operating Expenses</i>	3		
Payments		(3,378,338)	(3,013,250)
Appropriations carried over to the following year		(3,991,260)	(4,899,473)
	TOTAL EXPENDITURE (b)	(26,483,298)	(26,199,370)
	OUTTURN FOR THE FINANCIAL YEAR (a-b)	(1,614,432)	(906,055)
Cancellation of unused payment appropriations carried over from year n-1		97,127	76,615
Adjustment for carry-over from previous year appropriations available at 31.12 arising from assigned revenue		1,517,305	829,440
Exchange differences for the year (gain +/-loss -)		0	0
	BALANCE OF THE OUTTURN ACCOUNT FOR THE FINANCIAL YEAR	0	0
Balance year N-1		14,028	14,028
Positive balance from year N-1 reimbursed in year N to the Commission		(14,028)	(14,028)
Result used for determining amounts in general accounting		0	0
Commission subsidy - agency registers accrued revenue / Commission accrued expense		24,329,758	23,595,000
Pre-financing remaining open to be reimbursed by agency to Commission in 2024		0	0

2. Multi-annual overview

Eurofound does not manage multi-annual commitments and payments for its operational expenditure.

3. Revenue

3.1 Nature of Revenue

The table below shows the revenue entered in the amending budget, recovery orders established, revenue actually cashed as well as the amounts outstanding at the end of year 2024.

As in previous years, the Commission subsidy is the main source of general revenue (99.6 %). Of all revenues in 2024, the Commission subsidy constitutes 97.8 %.

Table 12: Nature of revenue in Eurofound's budget in EUR

Budget Item	Type of revenue	Revenue in amending budget 2024	Entitlement established	Revenue received	Revenue received %	O/S at year end
1000 - IC1	Commission subsidy (for the operating budget - Titles 1,2 and 3)	24,329,758	24,329,758	24,329,758	97.8%	-
1010 - IR1	Instrument for pre-accession assistance (IPA)					-
5400 - C1	Misc. Revenue (Royalties etc)	21,500	21,500	21,500	0.1%	-
5400 - IC4	Misc. Revenue - assigned (Refunds and Recoveries)	38,092	38,592	38,092	0.2%	500
5900 - IC1	Other Revenue from admin. operations	630	630	630		-
6000 - IC1	Revenue from services rendered (i.e. Norway's contribution to Eurofound's Network of Correspondents)	172,217	75,089	75,089	0.3%	-
6000 - IR1	Revenue from services rendered (i.e. Co-operation agreements)	401,547	401,547	401,547	1.6%	-
6000 - IC4	Revenue from services rendered (i.e. Service-level agreements)	2,250	2,250	2,250	0.0%	-
6030 - ICI	Rental of Conference Centre	-	-	-	0.0%	-
	Total	24,965,993	24,869,366	24,868,866	100%	500

The Commission subsidy as well as miscellaneous and general revenue from services rendered (IC1) totalling to EUR 24,524,105 constitute the general C1 final appropriations in ABAC.

Cashed recoveries of expenses of EUR 40,342 are appropriated as C4 funds in ABAC, of which EUR 30,479 relate to the recoveries of expenses (e.g. for joint organisation of a Tripartite Exchange Seminar with other EU Agencies). They originate from internal assigned revenue in budget line IC4 – 5400 'Miscellaneous' and IC4 - 6000 'Services Rendered'.

Overall, EUR 401,547 contributions were received from Norway and Switzerland towards the implementation of the European Working Conditions Survey. They are available in Eurofound's R0 appropriations arising from external assigned revenue in budget line IR1 – 6000 'Services Rendered'.

3.2 Recovery orders

During the financial year, 26 budgetary recovery orders were issued. All of them were cashed.

Of the recovery orders issued

- two related to the 2024 European Union subsidy (1000 - C1)
- six related to services rendered:
 - One of them was related to Norway's contribution to the Eurofound Network of Correspondents (6000 – 1C1 – general revenue)
 - three were for Switzerland's and Norway's contributions towards the European Working Conditions Survey (6000 – IR1 – external assigned revenue)
 - one related to the shared services arrangement between Eurofound and the European Labour Authority (ELA) (6000 – IC4 internal assigned revenue)
 - one related to the reassignment of revenue arisen from service level agreement with DG EMPL on pilot project 'Working Time Reduction' and encoding the revenue in general appropriations (6000 – IC1 – General revenue)
- 18 related to the recoveries of various expenses (such as missions), charges and overpayments (mainly in 5400– IC4 - internal assigned revenue)

One aged recovery order continued to be carried over from 2024 to 2025.

3.3 Participation of other countries and member states in the Agency's work

Altogether EUR 401,547 new assigned revenue was received from countries participating or increasing their sampling sizes in the European Working Conditions Survey (2024). Norway contributed EUR 198,523 and Switzerland EUR 203,024. These funds were accounted for as external assigned revenue (IR1).

Also, as in previous years, Norway's government contributed to the running cost of the Network of Eurofound's Correspondents (NEC) work by EUR 63,589. These funds were accounted for as general revenue (IC1).

3.4 Implementation of internal assigned revenue

In 2023, Eurofound received EUR 54,450 of recoveries for the provision of shared accounting services provided to ELA made available in C4 appropriations and they were all carried over and consumed 2024 in C5 appropriations.

In July 2023, Eurofound entered into a new Service Level Agreement on 'working time reduction' with DG EMPL. The 1st instalment of EUR 125,000 was received in 2023. The total payment appropriations related to this SLA carried over to C5 appropriations in 2024 amounted to EUR 110,050. Payments totalling to EUR 34,591 were made in 2024. This SLA was cancelled during the year. EUR 11,500 was re-classified as IC1 'general revenue' and the remaining EUR 60,109 was returned to DG EMPL.

Other C5 funds arising from recoveries cashed in 2024 were all consumed.

During 2024, Eurofound received EUR 38,592 from miscellaneous recoveries (such as reimbursements of mission expenses covered by other organisations, refunds of electricity costs from the electric car charging service provider as well as costs from other EU agencies for joint organisation of 'Tripartite Exchange Seminar' in May 2024. These funds were made available in C4 appropriations for recommitment. There were commitments for EUR 39,481 and payments EUR 38,865. The related payment appropriations carried over to 2025 amount therefore to EUR 1,476.

3.5 Implementation of external assigned revenue

The implementation of external assigned revenue is shown in chapter 1.2.5 '*Consumption of current and previous year's carry over appropriations relating to externally assigned revenue (R0) – EUR*'

4. Glossary on terms, abbreviations and acronyms used in the report

Fund Source	Concept/term applicable	Financial Rules	Presentation in this report
C1	Initial budget, Amending budget Credit transfers	Art. 6, 8, 9, 10,11, 33, 72, 73, 74, 75, 76, Art. 17, 34 Art. 27	EU subsidy and other general non-assigned appropriations entered in the budget
C4	Refunds available for re- use in current year's budget, internal assigned revenue	Art. 20.3.a, b, c, d, e, and f	Belongs to (internal) assigned revenue
C5	Refunds carried over as internal assigned revenue	Art. 12.4a	Belongs to (internal) assigned revenue
C8	Automatic carryovers of payment appropriations corresponding to commitments of non- differentiated appropriations	Art. 12.2 and 12.6	Carry over from 2023 to 2024
C3	Non-automatic carryovers of current years commitment carried over by decision appropriations to be used before 31/3	Art.12.2 and 13	C3 from 2023 to 2024
R0	Other earmarked revenue for specific purposes	Art. 20.1, 20.2, 20.4, 20.6 and 20.7	Belongs to assigned (external) revenue arising from member states as well as IPA

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.
Assigned revenue External/ Internal	Dedicated revenue received to finance specific items of expenditure. Main sources of external assigned revenue are financial contributions from third countries to programmes financed by the Union. 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. The complete list of items constituting assigned revenue is given in the Financial Regulation Art. 21(2).
Authorising Officer (AO)	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.
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.
Budget item / Budget line / Budget position	As far as the budget structure is concerned, revenue and expenditure are shown in the budget in accordance with a binding nomenclature which reflects the nature and purpose of each item, as imposed by the budgetary authority. The individual headings (title, chapter, article or item) provide a formal description of the nomenclature.
Budgetary authority	Institutions with decisional powers on budgetary matters: the European Parliament and the Council of Ministers.
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: 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.
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: Differentiated appropriations are entered for multiannual operations. They consist of commitment appropriations and payment appropriations.
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 193/30.07.2018, 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 "efficient execution of Union research, technological development and demonstration programmes".
Lapsing appropriations	Unused appropriations to be cancelled at the end of the financial year. Lapsing 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.
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 'reste à liquider') 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. Outstanding commitments).
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 (credit transfer /operation)	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.

ANNEX 1: Complete listing of Credit Transfers in 2024

CREDIT TRANSFERS IN THE ORIGINAL BUDGET 2024 (1/3)						
Date	Purpose of Credit Operation	From Budget Line	BL Description (From)	To Budget Line	BL Description (To)	Amount
12 01 2024	2024 Forecast for facilities management services increased due to inflation increase	2040	Fitting Out Premises	2031	Facilities Management	15,000
01 02 2024	2024 Interim forecast for new staff members temporary daily allowances	1121	Contract Agents	1184	Temporary Daily Allowances	30,000
04 04 2024	Catering for staff '20 year of service event' on 11 April 2024	1300	Missions	1420	Other welfare expenditure	4,500
10 05 2024	New Temporary Staff member 'Orange' contract	1121	Contract Agents	1175	Work Sent Out	50,000
14 05 2024	Translations for the E-Survey advertisement campaign	3050	Translations	3012	Marketing and promotion	10,000
14 05 2024	2024 PMO SLA for administrative charges.	1100	Basic salaries	1175	Work Sent Out	120,000
21 05 2024	2024 Interim mid year forecast for facilities management ad-hoc services	2040	Fitting Out Premises	2031	Facilities Management	22,950
21 05 2024	2024 Forecast for preparation of Eurofound's 50th Anniversary	3040	Meetings & Events	3012	Marketing and promotion	30,000
30 05 2024	2024 June forecast for staff annual travel allowances	1410	Medical expenses	1141	Annual travel	9,000
30 05 2024	2024 June forecast for staff annual travel allowances	1180	Recruitment	1141	Annual travel	7,000
30 05 2024	2024 June forecast for staff annual travel allowances	1300	Missions	1141	Annual travel	3,200
30 05 2024	2024 June forecast for temporary daily subsistence allowances	1120	Training	1184	Temporary Daily Allowances	4,000
04 06 2024	2024 June forecast for staff annual travel allowances	1120	Training	1185	Annual travel	1,000
02 07 2024	2024 July forecast for staff annual travel allowances	3030	Research and studies	1141	Annual travel	10,000
02 07 2024	2024 July forecast for temporary daily subsistence allowances	3030	Research and studies	1184	Temporary Daily Allowances	26,000
06 08 2024	2024 Insurance Policy	2090	Other expenditure (Buildings)	2010	Insurance	5,259
19 08 2024	2024 Mid year forecast for training activities	3040	Meetings & Events	1120	Training	4,218
04 09 2024	2024 September forecast for travel on commencement	3030	Research and studies	1181	Travel on commencement	425
04 09 2024	2024 September forecast for removal expenses	3030	Research and studies	1183	Removal Expenses	2,762
09 09 2024	2024 Mid year forecast for media relation and outreach	3040	Meetings & Events	3012	Marketing and promotion	51,000
23 09 2024	2024 September forecast for IC units missions	1400	Restaurants and Canteens	1300	Missions	497
23 09 2024	2024 September forecast for IC units missions	2010	Insurance	1300	Missions	600
23 09 2024	2024 September forecast for IC units missions	2100	Rent	1300	Missions	1,583
23 09 2024	2024 September forecast for IC units missions	2200	Technical Equipment	1300	Missions	4,972
27 09 2024	2024 September forecast for Facilities Management Ad-Hoc services	2040	Fitting Out Premises	2031	Facilities Management	24,000
22 10 2024	2024 October forecast for staff medical expenses	2090	Other Building Expenditure	1410	Medical Services	7,500
22 10 2024	2024 October forecast for staff training	2090	Other Building Expenditure	1120	Training	8,512
29 10 2024	2024 PMO Instructions for pension balance settlements and adjustments	3030	Research and studies	1150	Overtime	10
29 10 2024	2024 PMO Instructions for pension balance settlements and adjustments	3030	Research and studies	1181	Travel expenses (on recruitment)	3,000
29 10 2024	2024 November salaries for contract agents	3030	Research and studies	1121	Contract Agents	10,000
29 10 2024	2024 Mid year / September forecast ICT purchases	3030	Research and studies	2204	IT Infrastructure	118,000
29 10 2024	2024 Mid year / September forecast telecommunication - purchase of new handsets due last quarter of 2024	3030	Research and studies	2410	Telecommunication	10,000
29 10 2024	2024 PMO Instructions for pension balance settlements and adjustments	2090	Other Building Expenditure	1183	Removal Expenses	3,729
29 10 2024	2024 PMO Instructions for pension balance settlements and adjustments	2040	Fitting Out Premises	1183	Removal Expenses	6,271

CREDIT TRANSFERS IN THE ORIGINAL BUDGET 2024 (2/3)						
Date	Purpose of Credit Operation	From Budget Line	BL Description (From)	To Budget Line	BL Description (To)	Amount
04 11 2024	2024 October forecast trainees	2040	Fitting Out Premises	1177	Trainees	4,779
04 11 2024	2024 October forecast trainees	2020	Water, electricity, gas	1177	Trainees	18,000
04 11 2024	2024 October forecast trainees	2400	Postage and delivery charges	1177	Trainees	93
08 11 2024	2024 Management Board Interpretation	3042	Management Board	3041	Interpretation	5,500
15 11 2024	2025 Agence Europe Subscription renewal (Key subscription for the BLO)	2310	Other Administrative Expenditure	2250	Library Expenses	2,436
21 11 2024	2024 IC forecast (Eurofound's 50 anniversary preparation)	3050	Translations	3012	Marketing and promotion	80,000
27 11 2024	2024 December Salaries - forecast for basic salaries	1190	Salary Weighting	1100	Basic Salaries	196,005
27 11 2024	2024 December Salaries - forecast for basic salaries	1141	Annual travel	1100	Basic Salaries	2,679
27 11 2024	2024 December Salaries - forecast for basic salaries	1103	Secretarial Allowances	1100	Basic Salaries	1,894
27 11 2024	2024 December Salaries - forecast for basic salaries	1132	Unemployment insurance	1100	Basic Salaries	41
27 11 2024	2024 December Salaries - forecast for basic salaries	1180	Recruitment	1100	Basic Salaries	2,037
27 11 2024	2024 December Salaries - forecast for basic salaries	1181	Travel expenses on commencement	1100	Basic Salaries	194
27 11 2024	2024 December Salaries - forecast for basic salaries	1183	Removal Expenses	1100	Basic Salaries	1,188
27 11 2024	2024 December Salaries - forecast for basic salaries	1184	Installation and resettlement allowances	1100	Basic Salaries	463
27 11 2024	2024 December Salaries - forecast for basic salaries	1175	Work Sent out	1100	Basic Salaries	17,535
27 11 2024	2024 December Salaries - forecast for basic salaries	3050	Translations	1100	Basic Salaries	25,153
27 11 2024	2024 December Salaries - forecast for basic salaries	3030	Research and studies	1100	Basic Salaries	167,770
27 11 2024	2024 December Salaries - forecast for Expatriation Allowances	3010	Publications	1102	Expatriation Allowances	29,887
27 11 2024	2024 December Salaries - forecast for Expatriation Allowances	3000	Information management and Web	1102	Expatriation Allowances	40,100
27 11 2024	2024 December Salaries - forecast for Expatriation Allowances	3030	Research and studies	1102	Expatriation Allowances	17,553
27 11 2024	2024 December Salaries - Contract agents	3030	Research and studies	1121	Contract Agents	1,339
27 11 2024	2024 December Salaries - Sickness Insurance	3030	Research and studies	1130	Sickness Insurance	6,284
27 11 2024	2024 December Salaries -Accident Insurance	3030	Research and studies	1131	Accident Insurance	761
27 11 2024	2024 December Salaries - Installation and resettlement allowances	3030	Research and studies	1182	Installation and resettlement allowances	2,852
27 11 2024	2024 December Salaries - Installation and resettlement allowances	3010	Production costs	1101	Family Allowances	10,663
27 11 2024	2024 December Salaries - Installation and resettlement allowances	3042	Management Board	1101	Family Allowances	25,500
27 11 2024	2024 December Salaries - Installation and resettlement allowances	3030	Research and studies	1101	Family Allowances	19,628
27 11 2024	2024 December Salaries - Installation and resettlement allowances	3040	Meetings & Events	1101	Family Allowances	9,824
04 12 2024	A removal allowance for a staff member	1300	Missions	1183	Removal Expenses	1,500
05 12 2024	Eurofound's 50th Anniversary preparation - balance of additional funding approved 15th November	2410	Telecommunication	3012	Marketing and promotion	2,500
05 12 2024	Eurofound's 50th Anniversary preparation - balance of additional funding approved 15th November	2310	Stationary	3012	Marketing and promotion	4,115
05 12 2024	Eurofound's 50th Anniversary preparation - balance of additional funding approved 15th November	2300	Stationary	3012	Marketing and promotion	3,794
05 12 2024	Eurofound's 50th Anniversary preparation - balance of additional funding approved 15th November	3042	Management Board	3012	Marketing and promotion	21,084

CREDIT TRANSFERS IN THE ORIGINAL BUDGET 2024 (3/3)

Date	Purpose of Credit Operation	From Budget Line	BL Description (From)	To Budget Line	BL Description (To)	Amount
07 12 2024	Facilities Management Services - balance of 2023 orders	2030	Cleaning and Maintenance	2031	Facilities Management	1,000
07 12 2024	Facilities Management Services - balance of 2023 orders	2210	Furniture	2031	Facilities Management	3,562
07 12 2024	Facilities Management Services - balance of 2023 orders	1175	Work Sent out	2031	Facilities Management	2,860
07 12 2024	Facilities Management Services - balance of 2023 orders	2200	Technical Equipment	2031	Facilities Management	28
07 12 2024	Facilities Management Services - balance of 2023 orders	2230	Vehicles and transport	2031	Facilities Management	1,000
10 12 2024	December forecast for web management and application development services	3050	Translations	3000	Information management and web	17,006
10 12 2024	December forecast for web management and application development services	3042	Management Board	3000	Information management and web	3,802
10 12 2024	December forecast for web management and application development services	2020	Water, electricity, gas	3000	Information management and web	6,315
10 12 2024	December forecast for Web management and application development services	1120	Training	3000	Information management and web	7,836
10 12 2024	December forecast for web management and application development services	3010	Production costs	3000	Information management and web	2,781
10 12 2024	December forecast for web management and application development services	1175	Work Sent out	3000	Information management and web	11,005
11 12 2024	Purchase for a sofa for social space	2200	Technical Equipment	2210	Furniture	510
17 12 2024	2024 Budget surplus allocation to European Working Condition Survey	3040	Meetings & Events	3030	Research and studies	15,385
17 12 2024	2024 adjustment to insurance policy	3040	Meetings & Events	2010	Insurance	29
17 12 2024	2024 Budget surplus allocation for SUMMA onboarding fee	3040	Meetings & Events	2204	IT Infrastructure	50,000
17 12 2024	2024 Budget surplus allocation to essential facilities management services	3040	Meetings & Events	2031	Facilities management	7,511
18 12 2024	2024 Budget surplus allocation to essential facilities management services	1175	Work Sent out	2031	Facilities management	3,561
18 12 2024	2024 Budget surplus allocation to essential facilities management services	1300	Missions	2031	Facilities management	4,170
					TOTAL EUR:	1,466,500
					COUNT:	85