

E 6534

ASSEMBLÉE NATIONALE

TREIZIÈME LÉGISLATURE

SÉNAT

SESSION EXTRAORDINAIRE DE 2010-2011

Reçu à la Présidence de l'Assemblée nationale
le 6 septembre 2011

Enregistré à la Présidence du Sénat
le 6 septembre 2011

**TEXTE SOUMIS EN APPLICATION DE
L'ARTICLE 88-4 DE LA CONSTITUTION**

PAR LE GOUVERNEMENT,

À L'ASSEMBLÉE NATIONALE ET AU SÉNAT.

Projet de décision du Conseil modifiant et prorogeant la décision 2010/452/PESC du Conseil concernant la mission d'observation de l'Union européenne en Géorgie (EUMM Georgia) - fiche d'impact budgétaire



**CONSEIL DE
L'UNION EUROPÉENNE**

**Bruxelles, le 1^{er} août 2011 (26.08)
(OR. en)**

12670/11

LIMITE

**PESC 926
COSDP 683
RELEX 764
CIVCOM 345
COEST 248
EUMM GEORGIA 51**

NOTE POINT "I/A"

du: Secrétariat général du Conseil

au: Coreper/Conseil

Objet: Projet de décision du Conseil modifiant et prorogeant la décision 2010/452/PESC du Conseil concernant la mission d'observation de l'Union européenne en Géorgie (EUMM Georgia) - fiche d'impact budgétaire

1. Le 15 septembre 2008, le Conseil a arrêté l'action commune 2008/736/PESC concernant la mission d'observation de l'Union européenne en Géorgie, EUMM Georgia¹.
2. Le 12 août 2010, le Conseil a adopté la décision 2010/452/PESC², qui proroge la mission EUMM Georgia pour une nouvelle période de douze mois, soit jusqu'au 14 septembre 2011.
3. Le 28 juin 2011, le Comité politique et de sécurité (COPS) est convenu que l'EUMM Georgia devrait être prorogée une nouvelle fois, du 15 septembre 2011 au 14 septembre 2012, sur la base de son mandat actuel.

¹ JO L 248 du 17.9.2008, p. 26.

² JO L 213 du 13.8.2010, p. 43.

4. Le 22 juillet, le groupe des conseillers pour les relations extérieures (RELEX) est parvenu à un accord sur le texte d'un projet de décision du Conseil modifiant et prorogeant la décision 2010/452/PESC du Conseil concernant la mission d'observation de l'Union européenne en Géorgie (EUMM Georgia), ainsi que sur la fiche d'impact budgétaire correspondante qui figure à l'ANNEXE de la présente note.
5. Le Coreper est dès lors invité à:
- confirmer l'accord intervenu sur le projet de décision du Conseil et la fiche d'impact budgétaire y afférente, telle qu'elle figure à l'annexe de la présente note;
 - recommander au Conseil d'adopter le projet de décision du Conseil, dont le texte, mis au point par les juristes-linguistes, figure dans le document 12541/11 PESC 911 COSDP 673 RELEX 754 CIVCOM 340 COEST 245 EUMM GEORGIA 49;
 - décider de faire publier la décision susmentionnée au Journal officiel.

BUDGETARY IMPACT STATEMENT

POLICY AREA: EXTERNAL RELATIONS

ACTIVITY: COMMON FOREIGN AND SECURITY POLICY

COUNCIL DECISION 2011/XXX/CFSP OF XX JULY 2011 on the European Union Monitoring Mission in Georgia (EUMM Georgia)

1. BUDGET LINE(S) CONCERNED + HEADING(S)

19 03 01 01 – “Monitoring Mission in Georgia”

2. LEGAL BASIS

Treaty on European Union, in particular Articles 28 and 43 (2).

Treaty on the Functioning of the European Union.

Council Regulation (EC) No 1605/2002 on the Financial Regulation applicable to the general budget of the European Union, in particular Article 75(2) thereof.

3. OVERALL FIGURES FOR THE FINANCIAL YEAR (IN EUROS)

3.a. - Current year

		Commitments	Payments
Initial appropriation for the financial year		30,000,000	27,422,755
Supplementary budgets		0	0
Transfers		0	0
Total appropriation		30,000,000	
Utilisation at	27/06/11	0	10,042,462
Balance available		30,000,000	17,380,293
Total for the measure proposed		22,049,600	11,810,118

■ **3.b. - Carryovers**

		Commitments	Payments
Carryovers		1,850,400	1,850,400
Utilisation at	27/06/11	0	1,850,400
Balance available		1,850,400	0
Total for the measure proposed		1,850,400	0

4. DESCRIPTION OF THE ACTION

The objectives of the Mission are specified in Article 2 of Council Decision 2011/.../CFSP. EUMM Georgia shall provide civilian monitoring of Parties' actions, including full compliance with the 6-point Agreement and subsequent implementing measures throughout Georgia, working in close coordination with partners, particularly the United Nations and the OSCE, and consistent with other EU activity, in order to contribute to stabilisation, normalisation and confidence-building whilst also contributing to informing European policy in support of a durable political solution for Georgia.

The particular objectives of the Mission shall be:

- (a) to contribute to long-term stability throughout Georgia and the surrounding region;
- (b) in the short term, the stabilisation of the situation with a reduced risk of a resumption of the hostilities, in full compliance with the 6-point Agreement and the subsequent implementing measures.

The Head of the Mission will sign a Special Adviser contract with the Commission. He will be responsible to the Commission for the management of expenditure related to the mandate. The Head of the Mission will sign employment contracts with his staff on his own behalf, as required.

The operation will be funded by EU financial contribution and contributions in kind as follows:

Financial Contributions (in €)		2011
<u>EU Contribution:</u>		23,900,000.00
<u>Bilateral contributions by Member States:</u> [indicate acronyms of MS]		n/a
<u>Bilateral contributions by non-member states:</u> [indicate names of non-MS]		n/a
TOTAL		23,900,000.00

Contributions in Kind	
<u>EU Member States and Institutions</u>	<p>Member States provide up to 329 seconded experts in Georgia and 1 seconded expert in Brussels.</p> <p>EEAS provides the office space and equipment for Mission Personnel based in Brussels.</p>
<u>Non-EU participants</u>	

5. METHOD OF CALCULATION ADOPTED

5.1 Calculation of main costs by heading

Calculation of costs by measure envisaged

5.1.1 Personnel costs (€16,181,423)

Location	Type of staff	Revised structure (from 15 Sept 11)
Headquarters (Tbilisi)	Seconded	42
	International contracted	35
	Local	62
Field offices	Seconded	252
	Local	52
Support element in Brussels	Seconded	1
	International contracted	0
	Local	2
Total		446 (+ HoM)

The table below presents an actual level of staffing in the Mission from September 2010 to May 2011:

Current Mandate International Staff vacancy ratio

		Sep'10	Oct'10	Nov'10	Dec'10	Jan'11	Feb'11	Mar'11	Apr'11	May'11
Seconded	Authorized strength	295	295	295	295	296	296	296	296	296
	Actual strength	277	277	274	266	279	282	265	271	277
	Vacant posts	18	18	21	29	17	14	31	25	19

Seconded/ Contracted	Authorized strength	33	33	33	33	37	37	37	37	37
	Actual strength contracted	28	28	28	29	29	29	27	26	31
	Actual strength seconded/contracted	4	4	4	4	4	3	3	3	3
	Vacant posts	1	1	1	0	4	5	7	8	3

Monthly vacant posts number	19	19	22	29	21	19	38	33	22	
Average vacant posts number	26,6									
Monthly vacant posts percentage	5,79%	5,79%	6,70%	8,84%	6,30%	5,70%	11,41%	9,90%	6,60%	
Average vacant posts percentage	6,51%									

On the basis of the above, it is estimated that 20 seconded staff posts will be vacant throughout the year.

5.1.1.1. Salaries

Salaries are based on the Commission Communication on Specific Rules for Special Advisers of the Commission entrusted with the Implementation of Operational CFSP Actions and contracted international staff (C(2009)9502 of 30 November 2009).

5.1.1.1.1. Head of Mission (€279,754)

On 30 June 2011, Mr Andrzej Tyszkiewicz was appointed Head of EU Monitoring Mission in Georgia, EUMM Georgia.

Head of Mission 12 months * €22,000/month = €264,000

The remuneration of the Head of Mission corresponds to the basic salary of the grade AD 15, step 1, as laid down in Article 66 of the EC Staff Regulations. The remuneration includes expatriation allowance of 16 % and other applicable allowances as per the EC Staff Regulations, as follows:

• Basic salary	€14,954
• Expatriation allowance (16 % of basic salary + household)	€2,465
• Household	€469
• Hardship allowance (30%)	€3,963
• Margin for indexation	<u>€149</u>
Total	€22,000

The amount of €22,000 is a provision. The final amount will depend on the exact personal situation of the Head of Mission.

A removal allowance of 50% one Basic Salary in the amount of €14,954 will be paid upon taking service and upon termination of service. Return Ticket Georgia-Europe is budgeted at €800.

The total costs expected for the HoM salary is **€279,754**.

5.1.1.1.2 Daily allowance for seconded and international contracted staff (€11,327,846)

Georgia

Daily allowances for the EU seconded and international contracted personnel based in Georgia along with hardship allowance, totals € 11,281,126 and is calculated in the following way:

- Per Diem: paid for all international staff for all days worked outside their place of origin. The level of per diem is based, for seconded staff, on the 'Guidelines for allowances for seconded staff participating in EU civilian crisis management missions'¹ and, for international contracted staff, on the Commission Communication C(2009)9502 of 30 November 2009. It corresponds to 75% of the per diem paid by the UN to military observers/civilian police as Mission Subsistence Allowance and is determined as follows²:

UN \$163*75% / USD rate July 2011 (1.4425) = €84.75

- Hardship: EC -> 30% -> €15
- Risk: € 0

Overall allowance: € 99.75

¹ Council Document 7291/09 of 10 March 2009 (RELEX 215) in which an exceptional treatment for the EUMM Georgia was agreed: the UN MSA rate to be used throughout Georgia was the one applicable for the capital.

² MSA rates are available at UN website
http://www.un.org/Depts/OHRM/salaries_allowances/allowances/msa.htm

Brussels

Daily Allowance for the EU seconded personnel based in Brussels amounts to €46,720 (€127.65 * 1 person * 366 days).

The total expected for per diems for international staff is **€11,327,846**.

5.1.1.1.3. Internationally contracted staff (€1,930,263)

International civilian staff shall be recruited on a contractual basis by the Mission if the functions required are not provided by personnel seconded by Member States and EU institutions. Exceptionally, in duly justified cases, where no qualified applications from Member States and EU institutions are available, nationals from participating third States may be recruited on a contractual basis, as appropriate.

The following 4 new positions were approved in December 2010:

- 2 CIS-Officers
- 1 Security Training Officer
- 1 Planning and Contracting Officer

5.1.1.1.3.1 Salaries (1,799,700)

Salaries of the following international staff posts have been budgeted:

	Post	Qty	Base	Unit	Total
Monthly Salary - International	1 Financial Controller	12	4.150	1	49.800
	1 Legal Advisor	12	4.750	1	57.000
	1 Head of Finance and Administration	12	7.125	1	85.500
	1 Chief Finance SECONDMENT	0	4.150	1	0
	1 Finance Officer	12	3.550	1	42.600
	1 Chief Procurement Officer	12	5.175	1	62.100
	2 Procurement Officers	12	3.850	2	92.400
	1 Chief of General Support Services	12	6.875	1	82.500
	1 Chief Personnel Officer	12	6.125	1	73.500
	2 Personnel Officers	12	3.700	2	88.800
	1 Chief Transport and Travel Officer	12	6.125	1	73.500
	1 Transport Operations Officer	12	4.150	1	49.800
	1 Fleet Management Officer	12	3.700	1	44.400
	1 Fleet Maintenance Officer	12	5.350	1	64.200
	1 Chief Supply Officer SECONDMENT	0	4.600	1	0
	2 Logistics Officers	12	3.625	2	87.000
	1 Facilities Management Officer	12	3.250	1	39.000
	1 Asset Management Officer	12	3.700	1	44.400
	1 Chief CIS/IT	12	6.375	1	76.500
	4 CIS/IT Officers (2 new Dec 2010)	12	4.300	4	206.400
	1 Senior Mission Security Officer	12	6.125	1	73.500
	5 Mission Security Officers	12	4.300	5	258.000
	1 Security training instructor (New Dec 2010)	12	4.150	1	49.800
	1 Planning and Contracting Officer (New Dec 2010)	12	4.150	1	49.800
1 Executive administrative assistant to HoM-Tbilisi	12	4.100	1	49.200	
Subtotal			35		1.799.700

The total expected for international staff salary is € 1,799,700.

5.1.1.1.3.2 Removal allowance and travel cost (€130,563)

Removal allowance corresponding to 50% of one monthly basic gross salary upon termination of service is budgeted for 27 posts that are foreseen for the extension, whereas for 6 posts that are planned to be filled in by new personnel from 15 September a complete removal allowance (50% of one monthly basic gross salary upon taking of office and 50% of one monthly basic gross salary upon termination of service) is budgeted. The total cost amounts to € 88,563.

Cost related to travel to Europe upon termination of service is budgeted for 27 posts that are foreseen for the extension, whereas for 6 posts that are planned to be filled in by new personnel from 15 September travel allowance to and from Europe upon taking up the office and upon termination of service is budgeted. The total cost amounts to € 15,600.

Home travel allowed after 6 months budgeted at €800 per person totals € 26,400 (800* 33 personnel).

The total cost of the above mentioned allowances is € 130,563.

The total expected for international staff (salaries and allowances) is **€1,930,263**.

5.1.1.1.4 Local staff (€1,892,914)

The salaries of the local staff are budgeted on the basis of the salary grid for the local staff of the EU Delegation in Tbilisi and are calculated in line with the estimation that all posts will be filled in. In total 114 posts are envisaged in Georgia.

4 new positions were approved in December 2010:

- Radio Technician
- Driver/mechanic
- Financial Verification Officer
- LSBP Assistant

3 new positions were approved in July 2011:

- 3 Security Guards

In addition 2 local posts are envisaged in Brussels.

		<u>in Tbilisi HQ (62 local staff)</u>			
Monthly Salary	2 Media Monitors / Local PPIO	12	1.880	2	45.120
	2 Georgian Interpreter/Russian Interpreter	12	1.378	2	33.072
	3 Accounting Officers	12	1.356	3	48.816
	2 Procurement Assistants	12	1.310	2	31.440
	1 Database manager/Human Resources Assistant	12	1.356	1	16.272
	2 Radio Technician (1 new Dec 2010)	12	1.378	2	33.072
	1 Data Records and Archives Management Assistant	12	1.288	1	15.456
	1 GSS Administrative Assistant	12	1.356	1	16.272
	1 CIS Administrative Assistant	12	1.333	1	15.996
	1 Administration and Finance Assistant	12	1.378	1	16.536
	2 Human Resources Assistants	12	1.378	2	33.072
	1 Operations Administrative Assistant	12	1.333	1	15.996
	2 Supply Assistant	12	1.310	2	31.440
	1 Facilities Management Assistant	12	1.424	1	17.088
	1 Facilities Management/Handyman-Driver	12	753	1	9.036
	1 Warehouse Assistant	12	1.447	1	17.364
	1 Assets Manag Assistant	12	1.333	1	15.996
	1 Transport Dispatch Assistant	12	1.447	1	17.364
	1 Transport Oper Assistant	12	1.333	1	15.996
	1 Fleet Management Assistant	12	1.310	1	15.720
	1 Transport Administration Assistant	12	1.378	1	16.536
	2 Web and DB Developer	12	1.977	2	47.448
	1 Travel Assistant	12	1.310	1	15.720
	2 Local security assistants	12	1.333	2	31.992
	2 Switch Board Operators	12	819	2	19.656
	10 Drivers	12	741	10	88.920
	1 Driver/Mechanic (New Dec 2010)	5,5	901	1	4.956
	1 Financial & Legal Control Assistant	12	1.310	1	15.720
	1 Financial Verification Assistant (New Dec 2010)	5,5	1.750	1	9.625
	1 LPSB Assistant (New Dec 2010)	5,5	1.265	1	6.958
	5 Cleaners/Caretakers	12	581	5	34.860
	1 Car washer	12	440	1	5.280
	1 Plumber, 1 Generator Mechanic, 1 Electrician	12	728	3	26.208
3 Security Guards (New July 2011)	12	615	3	22.140	
			62		
	Field teams (52 local staff):				
	10 Administrative Assistants	12	1.333	10	159.960
	33 Interpreters	12	1.193	33	472.428
	9 Cleaners/Caretakers	12	475	9	51.300
	Brussels (2 local staff - salary + taxes etc.):				
	1 Reporting Officer	12	10.000	1	120.000
	1 Administrative Support Officer	12	10.000	1	120.000
	Subtotal		116		1.730.830

The total cost of the local staff salaries for the period of 12 months amounts to € 1,730,830. In addition, a provision has been made for:

-13th month salary: $1/12 * € 1,490,830 = € 124,236$

- overtime payments for drivers: 12 months * € 800/month = € 9,600.

- severance payment for local staff (payable after 3 years of services): p.m.

- temporary employees: € 28,248

The total expected for the local staff is **€1,892,914**.

5.1.1.2 Insurances (€750,646)

The high-risk insurance calculated on the basis of €189/month for the Head of Mission and €170/month/person for the EU international staff (310 being total 330 less 20 as monthly vacancy ratio) amounts to € 634,674.

The budget also includes a provision of € 15,000 for the financial liability insurance.

Medical insurance for local staff in Tbilisi: $114 * € 2.20/\text{day} * 366 \text{ days} = € 91,792 + 10\%$ of increase foreseen due to new schemes: € 100,972.

The total expected for the insurances is **€750,646**.

The total expected for PERSONNEL is **€16,181,423**.

LINE		CONCEPT	QTY	BASE	Units	TOTAL		
1. Personnel expenditure						16.181.423		
1.1 HoM/Special Adviser	1.1.1	Monthly salary	12	22.000	1	264.000		
	1.1.2	Removal Allowance	1	14.954	1	14.954		
	1.1.3	Travel related to taking office and termination of office	1	800	1	800		
					Subtotal	279.754		
1.2 Seconded staff	1.2.1	Daily allowance for 333 seconded/contracted experts:						
		Tbilisi Office (HQ) 77 seconded/contracted staff						
		total allowance: 99.75 EUR Per diem: UN 163 x 75%= 122.25 USD/rate July 2011 (1.4425)= 84.75 EUR Hardship: EC=30% ---> 15 EUR Risk medium ---> 0 EUR	366	99,75	77	2.811.155		
		3 Field teams 252 seconded staff (vacancy ratio 20)						
		total allowance: 99.75 EUR Per diem: UN 163 x 75%= 122.25 USD/rate July 2011 (1.4425)= 84.75 EUR Hardship: EC=30% ---> 15 EUR Risk medium ---> 0 EUR Risk medium ---> 0 EUR	366	99,75	232 (20 posts vacancy ratio)	8.469.972		
	Brussels support staff 1 seconded staff							
	1 Human Resource Officer	daily allowance: 127.65 EUR	366	127,65	1	46.720		
				Subtotal	11.327.846			
	1.3.1	Monthly Salary - International	(max. 35 if no secondment is really available)					
			1 Financial Controller	12	4.150	1	49.800	
			1 Legal Advisor	12	4.750	1	57.000	
			1 Head of Finance and Administration	12	7.125	1	85.500	
			1 Chief Finance SECONDMENT	0	4.150	1	0	
			1 Finance Officer	12	3.550	1	42.600	
			1 Chief Procurement Officer	12	5.175	1	62.100	
			2 Procurement Officers	12	3.850	2	92.400	
			1 Chief of General Support Services	12	6.875	1	82.500	
			1 Chief Personnel Officer	12	6.125	1	73.500	
			2 Personnel Officers	12	3.700	2	88.800	
			1 Chief Transport and Travel Officer	12	6.125	1	73.500	
			1 Transport Operations Officer	12	4.150	1	49.800	
			1 Fleet Management Officer	12	3.700	1	44.400	
			1 Fleet Maintenance Officer	12	5.350	1	64.200	
			1 Chief Supply Officer SECONDMENT	0	4.600	1	0	
			2 Logistics Officers	12	3.625	2	87.000	
			1 Facilities Management Officer	12	3.250	1	39.000	
			1 Asset Management Officer	12	3.700	1	44.400	
			1 Chief CIS/IT	12	6.375	1	76.500	
			4 CIS/IT Officers	12	4.300	4	206.400	
			1 Senior Mission Security Officer	12	6.125	1	73.500	
			5 Mission Security Officers	12	4.300	5	258.000	
			1 Security training instructor	12	4.150	1	49.800	
			1 Planning and Contracting Officer	12	4.150	1	49.800	
			1 Executive administrative assistant to HoM-Tbilisi	12	4.100	1	49.200	
						Subtotal	35	1.799.700
			1.3.2	Removal allowance for contracted internationals	50% of one monthly basic gross salary upon taking of office and upon termination of service (Lump sum-real removal)	1	88.563	1
1.3.3	Travel related to taking office	Ticket to take office and return to Europe	1	15.600	1	15.600		
1.3.4	Semi-annual travel to home	Ticket from office to Europe and return	1	800	33	26.400		
				Subtotal	130.563			

		in Tbilisi HQ (62 local staff)								
1.4 Local staff	1.4.1	Monthly Salary	2 Media Monitors / Local PPIO	12	1.880	2	45.120			
			2 Georgian Interpreter/Russian Interpreter	12	1.378	2	33.072			
			3 Accounting Officers	12	1.356	3	48.816			
			2 Procurement Assistants	12	1.310	2	31.440			
			1 Database manager/Human Resources Assistant	12	1.356	1	16.272			
			2 Radio Technician	12	1.378	2	33.072			
			1 Data Records and Archives Management Assistant	12	1.288	1	15.456			
			1 GSS Administrative Assistant	12	1.356	1	16.272			
			1 CIS Administrative Assistant	12	1.333	1	15.996			
			1 Administration and Finance Assistant	12	1.378	1	16.536			
			2 Human Resources Assistants	12	1.378	2	33.072			
			1 Operations Administrative Assistant	12	1.333	1	15.996			
			2 Supply Assistant	12	1.310	2	31.440			
			1 Facilities Management Assistant	12	1.424	1	17.088			
			1 Facilities Management/Handyman-Driver	12	753	1	9.036			
			1 Warehouse Assistant	12	1.447	1	17.364			
			1 Assets Manag Assistant	12	1.333	1	15.996			
			1 Transport Dispatch Assistant	12	1.447	1	17.364			
			1 Transport Oper Assistant	12	1.333	1	15.996			
			1 Fleet Management Assistant	12	1.310	1	15.720			
			1 Transport Administration Assistant	12	1.378	1	16.536			
			2 Web and DB Developer	12	1.977	2	47.448			
			1 Travel Assistant	12	1.310	1	15.720			
			2 Local security assistants	12	1.333	2	31.992			
			2 Switch Board Operators	12	819	2	19.656			
			10 Drivers	12	741	10	88.920			
			1 Driver/Mechanic	5,5	901	1	4.956			
			1 Financial & Legal Control Assistant	12	1.310	1	15.720			
			1 Financial Verification Assistant	5,5	1.750	1	9.625			
			1 LPSB Assistant	5,5	1.265	1	6.958			
			5 Cleaners/Caretakers	12	581	5	34.860			
			1 Car washer	12	440	1	5.280			
			1 Plumber, 1 Generator Mechanic, 1 Electrician	12	728	3	26.208			
			3 Security Guards (NEW)	12	615	3	22.140			
						62				
					Field teams (52 local staff):					
					10 Administrative Assistants	12	1.333	10	159.960	
					33 Interpreters	12	1.193	33	472.428	
					9 Cleaners/Caretakers	12	475	9	51.300	
					Brussels (2 local staff - salary + taxes etc.):					
					1 Reporting Officer	12	10.000	1	120.000	
					1 Administrative Support Officer	12	10.000	1	120.000	
							Subtotal	116	1.730.830	
				1.4.2	13th month salary		1	124.236	1	124.236
				1.4.3	Overtime payments to drivers		12	800	1	9.600
				1.4.4	Severance payment					p.m.
				1.4.5	Temporary employees	To replace staff on maternity leave	4	1.177	6	28.248
						Subtotal	162.084			
1.5 Insurances	1.5.1	Provision for Financial Liability Insurance	HoM	1	15.000	1	15.000			
	1.5.2	High Risk Insurance HoM		12	189	1	2.274			
	1.5.3	High Risk Insurance Seconded+ Contracted internationals	Seconded staff (295) + international contracted (35) corrected by vacancy ratio: 20 posts	12	170	310	632.400			
	1.5.4	Medical insurance for local staff in Tbilisi		366	2,2	114	100.972			
						Subtotal	750.646			

5.1.2. Missions (€ 303,610)

All mission expenditure directly related to the implementation of the mission is covered by the budget of the mandate. The mission expenditure includes transportation, per diems and accommodation and is payable for missions from the place of employment, which is Tbilisi (HQ), or, for the two persons seconded there, Brussels. The rates are based on the Guide to Missions for Officials and Other Servants of the European Commission (Article 71 of the Staff Regulations and Articles 11 to 13 of Annex VII to the Staff Regulations). The seconding MS will cover transport costs to the place of employment

Implementation of the Mission's mandate has demonstrated the need to travel to the following destinations:

LINE		CONCEPT	QTY	BASE	Units	TOTAL	
2. Mission expenditure						303.610	
2.1 Air tickets	2.1.1	Flights to Europe	7 flights/month	12	800	7	67.200
	2.1.2	Flights in the region/Local travel	4 flights/year		600	4	2.400
	2.1.3	Flights to other destinations	4 flights/year		800	4	3.200
					Subtotal	72.800	
2.2 Accommodation	2.2.1	Accommodation	Hotel/accomm. in Georgia 7.500 €/month/FOs& HQ	12	7.500	1	90.000
			Hotel in Europe average base 140€ x 28 nights/month	28	140	12	47.040
			Hotel in other destinations (Russia) 2 nights/travel	8	275	1	2.200
			Hotel in Region (TR, AM, etc.) 36 nights in total	36	188	1	6.760
					Subtotal	146.000	
2.3 Per diem	2.3.1	Per diem	Per diem in Georgia (local staff) PD/day = 30€x96	96	30	12	34.560
			Per diem in Europe average base 92€/day/35/month	35	92	12	38.640
			Per diem in other destinations (Russia) 12 days in total	12	90	1	1.080
			Per diem in Region (Turkey, Armenia, etc.) 40 days	40	63	1	2.530
					Subtotal	76.810	
2.4 Other	2.4.1	Provision for freight, carriage and other expenditure	Lump sum				5.000
	2.4.2	Other transportation costs related to travel	Train, bus, visas etc.				3.000
					Subtotal	8.000	

- Missions to Brussels/Europe (average five-day missions):
 - 7 missions per month to Brussels/Europe are envisaged for the Head of Mission and international staff:
 - for the Head of Mission: Geneva talks, coordination meetings in Brussels;
 - coordination meetings for Planning officers, Operations staff, PPIO, Security officers and key administration
 - trainings for administration, IT, logistic and transport officers;
 - Brussels support team to Georgia.

- Other countries (average three-day missions):
 - 2 missions to other countries (Russia) are included for the Head of Mission and *POLAD/Head of Office of HoM* or other international staff member.

- Missions in the Region
 - 6 Security missions: evacuation road reconnaissance
 - 4 missions for Reporting & Information seminars

- Georgia:
 - €124,560 is budgeted to cover the needs regarding local travel in Georgia for the Mission's staff, in particular for the following needs:
 - HEST training in HQ;
 - Induction and in-house trainings;
 - Long-distance patrols;
 - Bi-weekly meetings of Field offices chiefs in HQ;
 - IPRM meetings;
 - HQ staff visit to the field offices.

Provisions are made for freight costs – €5,000/year and for transportation related to travel - €3,000/year.

The total cost for MISSION EXPENDITURE is **€303,610**.

5.1.3 Running Costs (€5,785,165)

5.1.3.1 Transportation (€1,268,569)

Car rental: The Mission transportation will rely fully on its fleet, however a provision of € 5,000 has been made to cover a rental of bus for group visits and staff seminars.

The mission has currently 54 B6 armoured cars, 61 soft skin cars and 13 utility cars (1 recovery truck, 4 minibuses, 1 bus, 1 cargo van, 1 trailer, 1 van mobile workshop, 4 pickups). In total there are 128 cars; however one minibus purchased from the OSCE needs to be replaced.

From this budget it is proposed to buy 1 armoured car and 1 soft skin car in case of written-off. In addition, it is proposed to purchase 1 minibus for replacement and 1 truck medium and 3 trailers. Hence, there will be 54 armoured cars, 61 soft skin cars and 17 utility cars in total.

Fuel consumption (€418,224): 25,185 litres per month is foreseen for the diesel consumption and 13,539 litres per month for the petrol consumption calculated at the rate € 0.90/ litre.

Vehicle maintenance and spare parts (€ 545,520):

- regular maintenance: € 263,000 according to the current framework contracts with workshops (~ € 2071 per car/year);
- additional maintenance costs (rear suspensions ,windscreens, clutches, winches): € 134,520.
- tyres: €113,000
- vehicle spare parts: 20,000€
- vehicle spare wheels/run flat systems: 15,000€

Insurance (€ 221,500):

- Fully comprehensive Casco insurance – 2,214% of the vehicle fleet’s value
- Third party liability (TPV) – €272.7/car/year (for 128 cars)
- Personal accident insurance - €84.6/car/year (for 127 cars)

Transport consumables (€ 70,485): a provision of €555/car/year is made.

Recovery services: a provision of € 1,200/year is made

Lifting Tackle / MHE Servicing&Support: a provision of € 6,640/year is made

The total expected to cover the above transport running costs is **€1,268,569**.

5.1.3.2 IT running costs and maintenance (€139,300)

IT consumables: (CDs, DVDs, memory sticks, etc.) estimated at €4,800/year.

Internet access (€20,000): provision of €1,667/month for all offices is made based on the current costs.

Printing supplier (€ 50,000): provision of €4,167/month for all offices is made based on the current costs.

Maintenance of IT equipment: provision of €25,000/year.

Online support: provision of € 23,000/year

Software renewals and updates: provision of €16,500/year. The cost is calculated based on existing software licences which are due for the annual renewal (e.g. AntiVirus software, SAGE online support and annual upgrade, renewal of secure communications system).

The total expected to cover the above IT maintenance running costs is **€139,300**.

5.1.3.3 Communication (€304,078)

GSM costs: It is foreseen that all personnel will be issued with mobile phones and the operating cost is estimated at €10,000/month.

The use of fleet management and tracking system is estimated at € 55,778/year.

Use of land lines estimated at € 600/month in total for all offices.

Satellite phones (€34,500): The estimated cost is based on the current consumption as well as linked to the future usage for tracking and fleet management system. Provision of € 2,875/month is made.

Secured satellite connection: provision of € 40,000/year is made in order to allow for a secure satellite link.

TV connection estimated at €600/year.

Maintenance of communications equipment: a provision of € 11,000 is made for one year.

Costs of electronic sweeping of premises are estimated at € 30,000.

Rental of communication equipment: a provision of € 5,000 is made in order to allow for an occasional rental of various types of communications equipment.

The total expected to cover the above mentioned communications costs is **€304,078**.

5.1.3.4 Office Rent and Services (€1,161,700)

Utilities: based on the current spending, a monthly provision of € 10,250 is made.

Equipment maintenance (air-conditioners, heaters, office equipment) estimated at € 583 per month.

Fuel and generator maintenance: The Mission will have 13 generators and the estimated expenditure for all generators is € 3,167/month.

General maintenance of premises including consumables: a provision of € 112,500 is made and consists of the following elements:

- lightning electrical storm protection- € 62,000;
- water filter installation and maintenance- € 20,000;
- disinfection/insecticide/pests control- € 10,000;
- winter tools- € 2,000;
- Power and Hand Tools, Safety Equipment and Access/Maintenance/Construction Equipment - € 7,000;
- Electrical maintenance tools - € 5,000;
- Maintenance/construction and mechanical materials – € 4,000.
- Plumbing maintenance materials- € 2,500

Office renovation: a provision of € 309,000 is made and relates repairs and refurbishment of all facilities

Cleaning services and supplies: estimated at € 3,000/month for all Mission's offices.

Costs of insurances consisting of premises' insurance, contents' insurance and 3rd party liability insurance is estimated at € 29,200/year.

A provision of € 10,000 is made in order to ensure properly the disposal of hazardous waste (used toner cartridges, used engine oil, etc.).

Office rent: includes costs for lease of HQ premises (€ 27,917/month), 3 field offices and 2 forward bases (on average € 2,533/month for each location) and additional parking area (€ 833/month).

The total expected to cover the above mentioned running costs is **€1,161,700**.

5.1.3.5 Office Supplies (€229,550)

Stationery and other consumables (€38,500): a monthly provision of € 803 per each office (4) is made as well as € 7,500 is reserved for business cards and € 10,000 for miscellaneous consumables (gloves, batteries, flags).

Newspapers: a yearly provision of €4,550 for all offices is made.

Visibility materials: a provision of € 133,000 is made in order cover the following:

- visibility items (pens, folders, bags, etc.) - € 60,000;
- printed material (calendars, agendas, brochures, etc.)- € 15,000;
- design, photos and film editing- € 15,000;
- contribution to local events - € 30,000;
- visibility events, press conferences- €10,000;
- website related costs- € 3,000.

Cost of CSDP medals and parades is estimated at € 15,000.

Drinking water: a provision of € 18,000/year

Mail and expedition (€3,000): a monthly provision of € 250 for all offices is made.

The total expected to cover the above mentioned office supplies costs is **€229,550**.

5.1.3.6 Security Services (€669,298)

Security services: a provision of € 583,098 is made. On the basis of the current contract, a provision for the following services is made:

- *4 Operational manager/local supervisors*, one for each office, €3,40/hour, 12 hours/day, 5 days/week
- *13 guards*, 24/7, HQ (5 guards), 3 field offices and 1 forward bases (8 guards) €2,90/hour
- *11 guards for patrol teams*, one team of 2 guards for HQ and FOs, 12h/day, €3,40/hour

HEST training and other security related trainings: a provision of € 49,000 is budgeted for all security related trainings. It is foreseen to cover around ten sessions of the HEST training as well as other security related trainings (including trauma management course).

Alarm system (€ 1200) - maintenance of 2 systems estimated at 50€/month.

Maintenance of security equipment - € 6,000/year.

General Maintenance of monitoring security equipment: a provision is made for 30,000€ / year

The total expected to cover the above mentioned costs of the security services is **€669,298**.

5.1.3.7 Medical Services (1,800,000)

Medical services: a provision of €1,800,000 is made. On the basis of the current contract, a provision for the following services is made⁵:

- *10 ambulances with medical crew*, available 24/7, €360/day/unit;
- *1 ambulance with medical crew on stand-by*; €16,5/day;
- *2 ambulances with flexible hours*, 200 working days; €450/day/unit;
- *3 field medical officers*, available 24/7, 150 €/per day/unit;
- *3 field medical officers with flexible hours*, 170 working days; €180/day/unit;
- *3 drivers/first aider with flexible hours*, 170 working days; €75/day/unit
- *15 specialised trainings*, 1 day each, €307/day/unit.

The total expected to cover the above mentioned costs for medical services is **€1,800,000**.

5.1.3.8 Financial and legal and other services (€55,600)

Audit services: based on the recent market survey, a provision of € 35,000 is made.

Financial costs: provision of €50/month is made.

Legal services: provision of € 6,000 is made.

Short-term consultancy: provision of € 9,000 is made.

⁵ A provision for these services also includes the medical evacuation by helicopter. However, specific funds for this purpose will be budgeted only if necessary.

Temporary interim worker: provision of € 5,000 is made.

The total expected to cover the above mentioned financial/audit and legal services **€55,600**.

5.1.3.9 Trainings and welfare (€157,070)

Induction and administrative trainings: a provision of € 50,600 is made. It is foreseen that administrative staff (finance, facility management, transport, IT) undergoes a series of trainings during the forthcoming mandate period. Moreover the HoM Office staff will attend seminars on negotiation practice and dialogue facilitation.

Operations training: a provision of €66,470 is made to cover the organisation of external trainings (mediation, human security, human rights, gender, crisis management) in the Mission. In addition training on satellite imagery and GIS software is foreseen.

Language training: based on the current spending, a provision of € 10,000 is made.

Welfare activities (€ 30,000) – a provision for measures that are aimed to promote wellness, physical fitness, and team-building among EUMM staff (nationals and internationals).

The total expected to cover the above mentioned costs for training and welfare activities is **€157,070**.

The total cost for RUNNING EXPENDITURE is **€5,785,165**.

LINE		CONCEPT	QTY	BASE	Units	TOTAL	
3. Running expenditure						5.785.165	
3.1 Transportation	3.1.1	Car rental		5.000	1	5.000	
	3.1.2	Fuel	38.724	0,900	12	418.224	
	3.1.3	Vehicles maintenance	Maintenance of vehicles (Regular maintenance, Rear suspension, Windscreens, Clutches, Winches, Tyres)	1	510.520		545.520
			Vehicle spare parts in a stock	1	20.000		
			Spare wheels and replacement run flat systems	1	15.000		
	3.1.4	Vehicles insurance	1	221.500	1	221.500	
	3.1.5	Transport consumables	555	127	1	70.485	
	3.1.6	Recovery services	12	100	1	1.200	
3.1.7	Lifting tackle /MHE Servicing & support	1	6.640	1	6.640		
					Subtotal	1.268.569	
3.2 IT & maintenance	3.2.1	IT consumables	1	4.800	1	4.800	
	3.2.2	Internet access and running costs	12	1.667	1	20.000	
	3.2.3	Printing supplies	12	4.167	1	50.000	
	3.2.4	Maintenance of IT equipment	12	2.083	1	25.000	
	3.2.5	Online support	12	1.917	1	23.000	
	3.2.6	Software license renewals	1	16.500	1	16.500	
					Subtotal	139.300	
3.3 Communications	3.3.1	GSM	GSM voice and data calls	12	10.000	120.000	175.778
			Tracking system and Fleet Mgmt system usage	12	4.648	55.778	
	3.3.2	Landlines	12	600	1	7.200	
	3.3.3	Satellite costs	12	2.875	1	34.500	
	3.3.4	Secure satellite connection	1	40.000	1	40.000	
	3.3.5	TV connection				600	
	3.3.6	Maintenance of communications equipment	12	917	1	11.000	
	3.3.7	Electronic sweeping of premises				30.000	
3.3.8	Rental of communications equipment	12	417	1	5.000		
					Subtotal	304.078	
3.4 Offices: rent and services	3.4.1	Electricity, water, sewage, heating	12	10.250	1	123.000	
	3.4.2	Equipment maintenance	12	583	1	7.000	
	3.4.3	Generator fuel and maintenance	12	3.167	1	38.000	
	3.4.4	General maintenance of premises		112.500	1	112.500	
	3.4.5	Office renovation		309.000	1	309.000	
	3.4.6	Cleaning supplies & services	12	3.000	1	36.000	
	3.4.7	Premises insurances	1	29.200	1	29.200	
	3.4.8	Hazardous waste and junk material removal	1	10.000	1	10.000	
	3.4.9	Offices rent	HQ office	12	27.917	335.000	497.000
3 Field offices + 2 Forward bases			12	12.667	152.000		
Parking area rent			12	833	10.000		
					Subtotal	1.161.700	

3.5 Office supplies	3.5.1	Stationary	HQ and 3 field offices	12	3.208	1	38.500	
	3.5.2	Business cards		12	625	1	7.500	
	3.5.3	Miscellaneous consumables	overalls, gloves, batteries, flags etc.	12	833	1	10.000	
	3.5.4	Newspapers		12	379	1	4.550	
	3.5.5	Visibility	Promotional material			60.000		133.000
			Printed material			15.000		
			PR			15.000		
			Visibility events, press conferences			10.000		
			Contribution to local events			30.000		
	3.5.6	CSDP medals and medal parades	Lump sum	1	15.000	1	15.000	
3.5.7	Drinking water	HQ, 3 field offices, 2 forward bases, Lump sum				18.000		
3.5.8	Mail and expedition	Diplomatic mail services	12	250	1	3.000		
						Subtotal	229.550	
3.6 Security services & SAT CEN	3.6.1	Security guards 24/7	HQ, warehouse, FOs, FBs	12	48.592	1	583.098	
	3.6.2	Security training	Security training for MSO and Mission staff		49.000	1	49.000	
	3.6.3	Alarm system	Running costs of 2 alarm systems, 50eur/month	12	50	2	1.200	
	3.6.4	Maintenance of security equipment	Maintenance of fire extinguishers		6.000	1	6.000	
	3.6.5	General maintenance	Maintenance of monitoring security equipment		50.000	1	30.000	
						Subtotal	669.298	
3.7 Medical services	3.7.1	Medical contractor	Emergency Medical Services	1	150.000	12	1.800.000	
						Subtotal	1.800.000	
3.8 Financial, legal & other services	3.8.1	Audit	Lump sum				35.000	
	3.8.2	Financial costs					600	
	3.8.3	Legal services / consultancy	admin fees (notary, customs, advertisements)				6.000	
	3.8.4	Short term expertise / consultancy	databases				9.000	
	3.8.5	Miscellaneous	Temporary interim workers				5.000	
						Subtotal	55.600	
3.9 Trainings & welfare	3.9.1	Induction and administrative training	Trainings related to the implementation of the mandate	1	50.600		50.600	
	3.9.2	OPS Trainings		1	66.470		66.470	
	3.9.3	Language training RU/GEO					10.000	
	3.9.4	Welfare activities					30.000	
						Subtotal	157.070	

5.1.4 Capital Costs (€1,335,038)

5.1.4.1 Vehicles and Transport (€278,295)

The replacement of 1 minibus is included in the budget: 40.000€ including transportation costs.

In addition, the following utility cars are budgeted:

- 1 Truck Medium Cargo * € 48,000 = € 50,000 including transportation costs.
- for Field offices: 3 Light Trailers * € 4,500 = € 16,500 including transportation costs.

Fuel tanks and dispenser: a provision of € 10,000 is made in order to enable the Mission to have the necessary reserve of diesel and petrol capacity.

Vehicle equipment and accessories: a provision of € 25,000 is made in order to purchase additional equipment such as towing ropes, recovery packs, search lights, miscellaneous tools.

Skid frame: an electronic device for teaching vehicle control for soft skin and armoured cars = € 112,000

Health and safety equipment:

- Calibration of breath analyzers € 4,095
- Protective clothing € 17,000
- Safety tower € 3,700

The total expected to cover the above mentioned costs is **€278,295**.

5.1.4.2 IT equipment (€616,643)

Desktops/Laptops: The Mission has purchased/received from the preparatory measure 47 desktops and during in the first year 21 desktops and 137 laptops. 158 PCs/laptops will be replaced and in addition 4 new desktops are needed for GIS purposes.

A provision is made to replace in total 158 desktop computers * € 585 = € 92,430; and a provision for 4 new desktop computers * € 1000 = € 4000 is made

In addition UPS units have to be purchased for the desktops: 158 * € 98.75 = €15,602.50

A provision of € 10,000 for transportation costs is foreseen.

The overall budget for new PCs is € 122,032.50.

Map Plotter: the replacement of the current map plotter will be necessary during the next mandate – a provision of € 6,000 is made.

Other IT accessories (hard drives, backup equipment, parts needed to be replaced): a provision of € 25,000 is made.

Software (new operating software, office applications, server software, GIS Arc software): a provision of € 205,660 made.

Secured Network: the Mission is required to install RESTREINT UE internal network in the Mission HQ and Field Offices. A provision of € 257,950 is made in order to cover the needed hardware, soft and cabling for the HQ (€ 142,450) and Field Offices (€ 115,500).

The total expected to cover the above mentioned costs is **€616,643**.

5.1.4.3 Communication equipment (€92,200)

GSM: The Mission has purchased 374 GSM phones. It is foreseen to purchase additional 327 at the estimated cost of €100 each in order to replace 254 and meet the need of 447 phones in total – € 32,700.

In addition the Mission has currently 10 Smart Phones. A provision of €5,000 is made for buying 5 additional in order to provide the senior staff with a smart phone.

VHF system: A provision of 15,000€/year is made for purchasing spare parts and accessories for the VHF Radios.

Satellite system: The Mission has purchased 49 satellite phones. It is planned to purchase 7 more phones for a total cost of € 7,000.

Network cabling: a provision of € 15,000/year is made

VSAT system: a provision of € 12,500/year is made

OPS Room: for projector and screen a provision of € 5,000 is made

The total expected to cover the above mentioned costs is **€92,200**.

5.1.4.4 Office equipment (€143,400)

The estimated cost of furniture for the offices and expected cost of replacement for the existing offices amount to €64,000: chairs (€ 25,400) & miscellaneous and replacement (€ 35,000).

A provision for warehouse equipment (tools, marking equipment, etc.) of € 20,000 is made.

A provision of € 63,000 for a rub hall (storehouse system) is made in order to provide new warehouse space.

The total expected to cover the above mentioned costs is **€143,400**.

5.1.4.5 Security equipment (€79,000)

A provision is made to cover the costs of the following items:

- physical security upgrade of HoM's and DHoM's accommodation- € 20,000;
- emergency food and water- €15,000;
- miscellaneous - fire fighting equipment, security aide memoire- € 44,000.

The total expected to cover the above mentioned costs is **€79,000**.

5.1.4.6 Medical equipment (€25,500)

Replacement of medical accessories in the vehicle trauma kits and first aid kits was estimated at €23,000. In addition, €2,500 is foreseen for other medical equipment.

The total expected to cover the above mentioned costs is **€25,500**.

5.1.4.7 Monitoring equipment (€100,000)

A provision of € 10,000 is made for the replacement of current EUMM clothing's stock if necessary.

It is also foreseen to purchase night observation equipment for the total of € 90,000.

The total expected to cover the above mentioned costs is **€100,000**.

The total cost for CAPITAL EXPENDITURE is **€1,335,038**.

LINE		CONCEPT	QTY	BASE	Units	TOTAL	
4. Capital expenditure							
						1.335.038	
4.1 Vehicles and transport capital costs	4.1.1	Soft skin 4x4	1 vehicle for written off case			p.m.	
	4.1.2	Armoured vehicles	1 vehicle for written off case			p.m.	
	4.1.3	Buses	1 minibus replacement	1	40.000	1	40.000
	4.1.4	Utility vehicles	1 Truck Medium cargo, 3 Light Trailer	1	66.500	1	66.500
	4.1.5	Fuel tanks and dispensers		1	10.000	1	10.000
	4.1.6	Vehicles equipment+accessories	tools	1	25.000	1	25.000
	4.1.7	Skid Frame	for soft skins and armoured vehicles	1	112.000	1	112.000
	4.1.8	Health & Safety protective equipment for transport	Calibration device for breath analyzers	1	4.095		24.795
			Protective clothing 17 units / 1 000 €	1	17.000		
			Safety tower for car wash	1	3.700		
P.M.	Fleet management system	should be bought from current III.M budget				0	
						Subtotal	
						278.295	
4.2 IT equipment	4.2.1	Desktop computer	Replacements and reserve	158	585,0	102.430	
			4 Desktops for GIS purposes	4	1.000,0	4.000	
			UPS Units	158	98,8	15.603	122.033
	4.2.2	Map plotter	Replacement of written off plotter	1	6.000	1	6.000
	4.2.3	Other IT accessories	External HD, BU units, keybords, mice, monitors, NAS units	1	25.000	1	25.000
	4.2.4	Software	MS Windows, MS Office, Network Pfm, Antivirus, Adobe, Corel, Nitro PDF, Nero, Etinysoft, MAC,CISCO webex software, GIS Arc	1	205.660	1	205.660
	4.2.5	Secured Network - separate project	HW for HQ - tower server, 35 desktops sets, printer	1	35.250	35.250	257.950
			HW for FOs - servers, 30 desktops sets, 3 printers, 3 racks	1	48.500	48.500	
			SW for HQ - MS Server, MS Windows MS Office, Antiviruses, IDS licence	1	27.200	27.200	
			SW for FOs - MS Server, MS Windows MS Office, Antiviruses, IDS licence	1	37.000	37.000	
			Cabling for HQ	1	50.000	50.000	
			Cabling for Fos	1	30.000	30.000	
	P.M.	Laptop computer	Replacements and reserve				0
P.M.	Printers/Scanners	10 Colour printers + 28 mono printers (multi function)				0	
						Subtotal	
						616.643	
4.3 Communication equipment	4.3.1	GSM phones	327 GSM, 10 smart phones	1	37.700	1	37.700
	4.3.2	VHF system	spare parts for VHF, cables and batteries	1	15.000	1	15.000
	4.3.3	Satellite system	Satellite phones (replacement and reserve)	7	1.000	1	7.000
	4.3.4	VTC equipment					p.m.
	4.3.5	Network cabling	Replacement LAN switches, UTP cabling, sockets etc.	1	15.000	1	15.000
	4.3.6	VSAT system		1	12.500	1	12.500
	4.3.7	Communication equipment	Imap	1	5.000	1	5.000
	P.M.	ISDN/VoiP phones					0
	P.M.	PSTN phones					0
	P.M.	GPS + vehicle kit	Replacements and reserve				0
	P.M.	HF Communication	70 HF radios for soft skin vehicles (incl. base station units and antennas)				0
	P.M.	Toolkits+safety equipment	For installation and repair of CIS equipment, safety harnesses, helmets etc.				0
							Subtotal
							92.200

4.4 Office equipment	4.4.1 Furniture	Ergonomic chairs	1	10.000	10.000	60.400	
		Mats under chairs	220	70	15.400		
		Miscellaneous furniture, replacement of broken	1	35.000	35.000		
	4.4.2 Warehouse equipment & tools	Equipment, materials, shelving & tools	1	20.000	1	20.000	
	4.4.3 Warehouse facilities	Rub hall - storehouse system	1	63.000	1	63.000	
	P.M. Containers	4 office containers + 2 storage containers				0	
					Subtotal	143.400	
4.5 Security equipment	4.5.1	Improvement of physical security measures at houses of HoM and DHoM	Includes CCTV, wall, fencing, doors, lighting, barbed wire, access control/alarm systems, etc.	Lump sum		20.000	
	4.5.2	Provision of food rations to be stored for emergency situations	Emergency food and water	Lump sum		15.000	
	4.5.3	Miscellaneous	Durram masks, fire-fighting equipment, rescue equipment, ID cards, weather-proof security aide memoire	Lump sum		44.000	
	P.M.	Shatter resistant film	For 3 Forward operating bases	Lump sum		0	
	P.M.	Safe haven		Lump sum		0	
	P.M.	Chemical Agent detectors		Lump sum		0	
	P.M.	Additional security upgrade	Office for MAC and HQ back entrance			0	
					Subtotal	79.000	
4.6 Medical equipment	4.6.1	Trauma/First Aid kits	Replacements of medical accessories and medicines to trauma kits and first aid kits	Lump sum	23.000	1	23.000
	4.6.2	Other medical equipment	Sleeping bags, other medical accessories	Lump sum	2.500	1	2.500
						Subtotal	25.500
4.7 Monitoring equipment & SAT CEN	4.7.1	EUMM clothing and insignias	replacement if necessary	1	10.000	1	10.000
	4.7.2	Night observation equipment		1	15.000	6	90.000
						Subtotal	100.000

5.1.5 Representation (€15,000)

Representation costs up to €15,000 are covered by the Mission's budget.

5.1.6 Contingencies (€279,765)

The contingency reserve of € 279,765 will be used only with a prior written approval of the Commission.

5.2 Itemised breakdown of cost (indicative) (in €)

Budget heading	15/09/2010 -14/09/2011	Budget for 12 month (in Euros) 15/09/2011-14/09/2012
1. Personnel Costs	17,268,849	16,181,423
2. Missions	297,082	303,610
3. Running expenditure	5,924,166	5,785,165
4. Capital expenditure	2,918,485	1,335,038
5. Representation	20,000	15,000
Sub-total (1 to 5)	26,428,583	23,620,235
Contingencies	171,417	279,765
TOTAL	26,600,000	23,900,000

The authorising officer responsible is hereby authorised to vary each of the above amounts related to the budget according to exact operational requirements and possibilities and in keeping with sound financial management, while not exceeding the overall amount of the financing decision.

6. PAYMENT SCHEDULE (IN EUROS)

Line(s)	Payments			Total
	2011	2012	Subsequent years	
19.03.01.01	11,810,118	12,089,882		23,900,000