

Moving Europe towards a sustainable and
safe railway system without frontiers

Report on budgetary and financial management information for the financial year 2023

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1. Introduction

1.1. Budgetary principles

The budget of ERA has been established in compliance with the principles of unity, budget accuracy, annuality, equilibrium, unit of account, universality, specification, sound financial management and transparency as set out in ERA's Financial Regulation.

1.2. Management information systems

The Agency used the following software/tools during 2023:

SUMMA Corporate Financial Platform, which is a newly introduced system at the beginning of 2022, the Agency being one of the three pilot EU agencies for its implementation¹:

- SUMMA (SAP modules) – financial accounting, funds management, sales and distribution, materials management, project system and plant maintenance;
- SUMMA (Dashboard) – financial reporting of SUMMA environment;
- SUMMA (BO legal reporting) financial reporting for stakeholders (e.g. European Court of Auditors);

SYSPER suite:

- Dotation (DOT module): accountancy system for job quotas and quota movements management
- Organisation (ORG module): management of the organisation chart
- Time management (TIM module): management of working hours and leaves
- Career (CAR module): supports the management of career processes
- Personal and Family (PERFAM module): supports the management of a staff member's personal data; i.e. basic identification data, knowledge of languages, addresses, family composition and telecom data.
- Ethics: management of ethics requests
- CCP workflow: request for personal leave or unpaid leave
- STAGE: creation and validation of the reports that determine whether the probation period of a staff member was successful or not
- Resignation: management of a staff member request to terminate his/her career. The request is managed through a validation workflow.
- 65+: enables all Staff members to submit an application in order to remain in active service beyond the maximum retirement age.
- Objectives: creation, addition and deletion of objectives for a jobholder; workflow for objectives approval

MIPS+ – Mission Management - management of staff missions;

Centralised SharePoint lists and files:

- Procurement requests – management of procedures;
- VAT exemption forms – Management of VAT reimbursement requests;
- Fund reservation/Purchase order requests
- Forecast of revenue for fee-related activities
- Low-Cost missions – Authorised travel

SRMO (Stakeholders Relationship Management)

- Registration of participants to the Agency's meetings (relevant in the case of meeting cost reimbursements)

¹ The main objectives of SUMMA are to deliver a modernised and integrated Corporate Financial Platform, based on commercial off-the-shelf software – SAP S/4 HANA – which will replace the ABAC Suite and integrate with the other EC corporate systems and to create an IT environment with reduced technical complexity, faster time to market and a lower cost of ownership.

MS Project:

- Project planning for the OSS applications
- Timesheets for all projects/services

These information systems allow to efficiently manage the budgetary appropriations allocated to the Agency while respecting the principles of the Financial Regulation.

The workflows, in all systems put in place by the Authorising Officer, ensure that each transaction respects the “four eyes” principle.

1.3. Budget

The budget of the Agency had in 2023 five Titles:

- Title 1 covers staff expenditures such as salaries, training and costs associated to recruitment procedures and staff well-being;
- Title 2 covers the costs associated to the functioning of the Agency such as building maintenance, back-office infrastructure, IT equipment and related supporting services;
- Title 3 covers the Agency’s operational activities;
- Title 4 covers the expenditures linked to the delivery of Vehicle Authorisations, Single Safety Certificates, ERTMS Trackside approvals and other chargeable services;
- Title 5 covers the expenditures relating to grant, contribution and service-level agreements.

1.4. Specific context in 2023

So far in 2023, the Agency has had to cope with the following main challenges from the point of view of the budget execution, most due to factors outside Agency’s realm of control:

Staff costs: As per the Strengthening Action Plan (SAP), the Agency was in 2023 in the process of engaging 12 additional TAs in 2023, without a corresponding additional EU subsidy. To cope with this, the recruitments were phased during the year, with a rather high rate of occupying the vacancies (10 TAs on board at the end of 2023), while closely monitoring the impact on the salary envelope. On top, an intermediate indexation was processed in June, with retroactive effect for the first half of 2023 (1.7%), while the correction coefficient for France has dropped from 116.8 to 115.6, leading to a net increase, which is still in line with the assumptions taken in the budget planning phase. On 31/10/2023, the report on the end-year indexation and correction coefficients was published by Eurostat, indicating a rather high level of indexation rate (+1% with retroactive effect from 1 July 2023) and correction coefficient evolution for France (+3.3% with retroactive effect from 1 July 2023), on top of the intermediate level applied mid-2023. The Agency had prepared a very strict budget planning and monitoring to cope with such evolution.

Fees and charges revenues: fluctuations of the actual applications received vs. the planned number of applications, based on which the initial Title 4 budget (9,670,598 €) was calculated. In June 2023 an amending budget was approved with an overall increase of the envelope up to 10,859,649 €, owing to increase in NSA costs (and associated revenues) and work performed on SSCs. In the last part of the year a 2nd amendment was foreseen to further reflect on changes in NSA and PoE costs (second amended budget was 10 302 858 €). In addition, the Agency closely monitored the evolution of applications and their implications on the revenues.

Financial system: SUMMA was still being fine-tuned by the system owner (DG BUDG), meaning that several functionalities were still under development (e.g. reassignment of appropriations from 2022 to 2023) or were not fully rolled out and available (e.g. reporting). In case of reassignments, this systemic issue, which has been under resolution by DG BUDG for the first five months in 2023, resulted in payment delays.

Additional budget needs: Following the railway accident in Greece, the Agency has been requested to provide an immediate response including support for the Greek NIB/independent investigation, which, in addition to the pressure on the Agency's FTEs, also comes with associated expenditure which was not envisaged in the adopted budget.

The Agency was in the process of signing two contribution agreements with the EC:

- Technical support on the deployment of the European Rail Traffic Management System (ERTMS) in Greece (250 000 € in 2023)
- Pilot project - Pilot project — Single European Railway Area — Prototype Corridor Munich-Verona (395 250 € foreseen in 2024, same amount in 2025)

Moreover, any medium-long term, more structural response expected from the Agency, such as the priority countries programme or the Safety Information Sharing System could definitively not be accommodated in the current budget envelope and will need to be addressed with separate budget discussions (a separate paper was endorsed by the Agency's Management Board for this purpose).

Financial workflows documentation in line with the new financial tool (SUMMA): the Agency has progressed with endorsing a full package of procedures on budget management, including planning, monitoring and transfers, and has also performed a first update of its manual of financial procedures. This has been indicated as a measure by IAS and is also one of the streams of work under the SAP.

- In order to ensure a sound, effective and efficient execution of its budget, the Agency has continued to use the system of regular budget execution monitoring started in 2021 (now incorporated in the Management's monthly review exercise). This allowed for identifying any early need and any early redeployment, respectively, as well as immediate action on potential budget transfers in line with the ERA Financial Regulation.
- **In terms of management information, the Agency ensured a regular and timely involvement of its Management** in all the budget review meetings and budget related decisions. The Management Board and the Executive Board were kept informed through a dedicated dashboard and a regular budget execution report during the year.

The commitment rate for all titles was 99.93%. The Agency has made substantial progress towards increasing its payment rate for all titles in 2023. The RAL in absolute terms was € 1.17 MEUR, which is a decrease compared to 1.34 MEUR in 2022. In relative terms as well, the RAL decreased further to almost 4% in 2023 from 5% in 2022.

2. Revenue

The Budgetary Authority (the European Parliament and the Council) approved the initial 2023 ERA budget of € 39 079 238, including an estimate of the own revenues from fees and charges for € 9 670 598, the Commission's subsidy for € 27 418 274 (including assigned revenue for € 81 821), the EFTA contribution for € 801 315 and the contribution from Switzerland of € 10 000 as a fee for the use of OSS.

The Agency requested two amending budgets for T4 during the year: The first amendment was an increase to 10,859,649 € and the second amendment was a slight decrease to 10 302 858 €.

In addition, the Agency received in 2023 IAR 2/2 (2023 C4) fund source assigned revenues² for an amount of € 195 154,13 coming from different sources:

- › E.2040: € 1 691,96 received from EIFFAGE relating to payment of undue invoices for which a credit note had been received after their payment;
- › E.2410: € 900 received from staff for the recovery of private mobile phone expenses;
- › E.3110: € 14 650,12 relating to payment of undue invoices for which a credit note had been received after their payment (amount cashed in 2023 but recovery order issued end of 2022)
- › E.3099: € 177 912,05 interests received on his main ING bank account

From its fees and charges related activities, the Agency invoiced a total amount of € 11 397 869 in 2023, out of which € 10 065 846 was cashed in the same year. In addition, the outstanding amount of € 932 951 relating to recovery orders issued in 2022 was also cashed in 2023, bringing the total cashed amount for 2023 to € 10 998 797.

In the course of 2023, the Agency has also received from the EC several contributions for a total amount of € 944 006. This amount relates to the following delegation agreements:

- € 250 000: ERTMS Greece
- € 395 250: SERA Munich – Verona
- € 225 410: final instalment for the System Pillar Agreement
- € 73 346: final instalment for the EUMEDRAIL project.

The table below provides an overview of the revenue planned and received in 2023.

<i>Revenue</i>	<i>Initial adopted budget</i>	<i>Amending budget</i>	<i>Actual revenues</i>
<i>EU subsidy</i>	27 418 274	27 418 274	27 418 274
<i>Fee income estimated</i>	9 670 598	10 312 858	10 998 797 ²
<i>Contribution from third countries (EEA/EFTA)</i>	801 315	801 315	801 315
TOTAL	37 890 187	38 532 447	39 218 386
<i>EUMEDRAIL</i>			73 346
<i>SYSTEM PILLAR</i>		225 410	225 410
<i>SERA MUNICH-VERONA</i>			395 250
<i>ERTMS GREECE</i>		250 000	250 000
<i>Miscellaneous revenue</i>			195 154
TOTAL external funding	0	475 410	1 139 160
GRANDTOTAL	37 890 187	39 007 857	40 357 546

² * actually cashed in 2023

3. Budgetary tables

3.1. Budget outturn account

	2023	2022
Revenue		
Commission subsidy DG MOVE	28 219 589	26 935 145
Delegation agreement funds from Commission (IPA, EUMEDRAIL, SYSTEM PILLAR)	944 006	247 450
Contribution from Switzerland (OSS)	10 000	10 000
Fee income	10 988 797	7 500 584
Other revenue	195 154	10 560
Total revenue (a)	40 357 546	34 703 739
Expenditure		
Staff expenses – Budget Title 1		
Payments	22 563 102	21 796 148
Automatic carry-overs	274 945	170 986
Administrative expenses – Budget Title 2		
Payments	1 835 615	1 584 514
Automatic carry-overs	298 637	346 263
Operational expenses – Budget Title 3		
Payments	2 672 529	2 234 267
Automatic carry-overs	765 112	859 380
Operational expenses – Budget Title 4		
Payments	9 718 189	7 003 588
Automatic carry-overs	3 122 335	1 819 393
Operational expenses – Budget Title 5		
Payments	522 544	628 153
Automatic carry-overs	790 678	369 216
Total expenditure (b)	42 563 686	36 811 909
Outturn for the financial year (a-b)	- 2 206 140	- 2 108 170
Cancellation of unused carry-overs	76 465	40 317
Adjustment for carry-over from the previous year of appropriations available at 31.12 arising from assigned revenue	2 245 241	2 150 676
Exchange differences for the year	- 4 253	- 1 002
Balance carried over from year N-1	81 821	69 638
Positive balance from year N-1 reimbursed in year N to the Commission	- 81 821	- 69 638
Balance of the outturn account for the financial year	111 313	81 821

3.2. Budgetary transfers and amending budgets

VOBU 2022	Initial adopted budget	Amending budgets	Transfers between titles	Final adopted budget	Internal assigned revenue	Total appropriations available
<i>Title 1</i>	23 473 646		-635 599	22 838 047	422	22 838 469
<i>Title 2</i>	2 096 800			2 096 800	8 880	2 105 680
<i>Title 3</i>	2 649 143		635 599	3 284 742	173 075	3 457 817
TOTAL	28 219 589	0	0-	28 219 589	182 377	28 401 966

ERA executed transfers within the Titles and between Titles in response to its business needs during 2023, as described in Chapter 1.4 and in line with the provisions of the ERA Financial Regulation.

3.3. Budgetary execution**3.3.1. VOB 2023 (2023 C1) Appropriations**

VOBU 2023	Appropriations	Commitments	Not used	Paid	To be carry-forwarded
<i>Title 1</i>	22 838 047	22 838 047	0	22 563 102	274 945
<i>Title 2</i>	2 096 800	2 096 799	1	1 805 832	290 967
<i>Title 3</i>	3 284 742	3 264 789	19 953	2 662 639	602 151
TOTAL	28 219 589	28 199 635	19 954	27 031 573	1 168 062

3.3.2. IAR2/2 2023 (2023 C4) Internal assigned revenues

IAR 2/2 2023	Appropriations	Commitments	Not used	Paid	To be carry-forwarded³
<i>Title 1</i>					0
<i>Title 2</i>	3 802	2 902	900	1 210	2 592
<i>Title 3</i>	172 851	14 650	158 201	9 889	162 962
TOTAL	176 653	17 552	159 101	11 099	165 554

3.3.3. IAR2/2 2022 (2023-C5) Internal assigned revenues carried over

IAR 2/2 2022	Appropriations	Commitments	Not used	Paid	To be carry-forwarded
<i>Title 1</i>	422	0	422	0	0
<i>Title 2</i>	5 078	5 078	0	0	5 078
<i>Title 3</i>	224	0	224	0	0
TOTAL	5 724	5 078	646	0	5 078

³ This carry-forward amount represents payment appropriations to be carry-forwarded.

3.3.4. EARN/N 2023 (2023-R0) External assigned revenues

EARN/N 2022	Appropriations	Commitments	Not used	Paid	To be carry- forwarded
<i>Title 4⁴</i>	22 437 419	12 906 300	9 531 119	9 695 855	3 122 335
<i>Title 5</i>	1 201 304	556 289	645 016	522 544	790 678
TOTAL	23 638 723	13 462 589	10 176 134	10 218 399	3 913 013

3.3.5. VOB 2022 (2023 C8) Appropriations carried over

VOB 2021	Payment appropriations	Paid	To be cancelled
<i>Title 1</i>	170 565	153 056	17 509
<i>Title 2</i>	312 611	298 412	14 199
<i>Title 3</i>	859 155	814 398	44 757
TOTAL	1 342 331	1 265 866	76 465

3.3.6. Title 1

With a total budget of € 22 838 047, the budgetary execution of VOB 2023 appropriations reached 100% for commitments and 98.80% for payments at the end of 2023.

The budgetary execution of IAR2/2 2023 appropriations remained without commitments and payments.

In Title 1, payments execution of VOB 2022 appropriations reached 89.7%.

3.3.7. Title 2

With a total budget of € 2 096 800, the budgetary execution of VOB 2023 appropriations reached 100% for commitments and 86.12% for payments at the end of 2023.

The budgetary execution of IAR2/2 2023 appropriations reached 76.32% for commitment and 31.83% for payment appropriations.

The budgetary execution of IAR2/2 2022 appropriations reached 100% for commitment and no payment appropriations.

In Title 2, payment execution of VOB 2022 appropriations reached 95.46%.

3.3.8. Title 3

With a total budget of € 3 284 742, the budgetary execution of VOB 2023 appropriations reached 99.38% for commitments and 81.06% for payments at the end of 2023.

The budgetary execution of IAR2/2 2023 appropriations reached 8.48% for commitment and 5.72% for payment appropriations.

The budgetary execution of IAR2/2 2022 appropriations remained without commitments and payments.

In Title 3, payments execution of VOB 2022 appropriations reached 98.18%.

⁴ These amounts include both the commitment and payments made on current year's commitment appropriations and on last year's commitment appropriations.

3.3.9. Total Budget

VOBU 2023 (2023 C1) Appropriations:

The level of execution of the total commitment appropriations VOBV 2023 reached 99.93% of the appropriations. The level of execution per Title is as following:

T1: 100%

T2: 100%

T3: 99.38%

With regard to the execution of payment appropriations VOBV 2023, the Agency used 95.79% of the appropriations. The level of execution per Title is as following:

T1: 98.80%

T2: 86.12%

T3: 81.06%

VOBV 2022 (2023 C8) Appropriations:

Payment execution of VOBV 2022 appropriations reached 94.30% of the total amount of € 1 342 331 carried over from which € 76 465 were cancelled.

3.4. Multi-annual comparison

VOBU 2023 (2023 C1)	2015	2016	2017	2018	2019	2020	2021	2022	2023
<i>Budget</i>	26 345 000	27 395 879	30 732 000	28 793 243	27 669 347	28 232 283	27 765 159	26 935 144	28 219 589
<i>Commitments</i>	26 107 508	27 128 097	30 731 401	28 787 624	27 663 287	28 227 318	27 715 102	26 922 572	28 199 635
<i>% Commitments / Budget</i>	99%	99%	99.99%	99.98%	99.98%	99.98%	99.82%	99.95%	99.93%
<i>Unused budget</i>	237 492	267 782	599	5 619	6 060	4 965	50 057	12 572	19 954
<i>Payments</i>	23 652 504	25 086 616	26 828 213	25 613 394	25 517 067	25 206 760	25 970 820	25 580 241	27 031 573
<i>% Payments / Commitments</i>	91%	92%	87%	89%	92%	89.3%	93.71%	95.01%	95.86%
<i>Payment appropriations to be carried over</i>	2 455 004	2 041 481	3 903 188	3 174 230	2 146 220	3 020 558	1 744 282	1 342 331	1 168 062
<i>% Payment appropriations to be carried over / Commitments</i>	9.40%	7.52%	12.70%	11%	8%	10.7%	6.28%	4.98%	4.14%

For VOB 2023 (2023 C1) :

The execution of C1 commitment appropriations reached 99.93%;

The level of C1 payment execution reached 95.86%;

The C1 payment appropriations to be carried over amount to € 1 167 642 which represents below 5% of the appropriations committed.

VOBU 2022 (2023 C8)	2015	2016	2017	2018	2019	2020	2021	2022	2023
<i>Commitments carried over C8</i>	2 963 023	2 455 004	2 046 141	3 940 479	3 174 230	2 146 220	3 089 212	1 744 282	1 342 331
<i>C8 to be cancelled</i>	115 707	111 021	69 473	122 715	54 280	106 232	30 109	40 317	76 465
<i>% C8 to be cancelled / Commitments carried over C8</i>	3.9%	4.5%	3.4%	3.1%	1.71%	4.95%	0.97%	2.31%	5.70%

For VOB 2022 (2023 C8) : The unpaid balance of the carry-overs is slightly above 5%.

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4. Budget implementation

In this section all figures shown under Appropriations (budget envelope) column are as of 31/12/2023 and reflect all budget transfers executed during the year, in line with the ERA Financial Regulation provisions.

4.1. TITLE 1

4.1.1. Chapter 11 – Salaries & allowances

At the end of 31/12/2023, the Agency employed:

163 Temporary Agents (TA) vs. 166 TA of the establishment plan adopted. 3 TA posts were vacant end 2023; 34 Contract Agents (CA) vs. 36 CA posts of the Multi Annual Staff Policy Plan. Another 4 CAs were contracted to cover grant agreements and contribution agreement execution (IPA, EUMedRail and System Pillar); 2 Seconded National Experts (SNE) vs. 4 SNE posts of the Multi Annual Staff Policy Plan.

VOBU 2023 (2023 C1)			VOBU 2022 (2022 C1)		
Appropriations	Commitments	Payments	Appropriations	Commitments	Payments
22 205 165	22 205 165	22 205 165	21 547 140	21 547 140	21 530 782
	100%	100%		100%	99.22%

VOBU 2022 (2023 C8)			VOBU 2021 (2022 C8)		
Appropriations	Commitments	Payments	Appropriations	Commitments	Payments
0	16 358	16 358	0	0	0
		100%		0%	0%

4.1.2. Chapter 12 – Expenditure relating to staff recruitment and Employer's pension contributions

Employer's pension contributions do not apply for EU contribution (VOBU), this chapter has only Expenditure relating to staff recruitment.

The amount committed in 2023 mainly covered:

- Translations of calls for applications (36 018 €) and
- Pre-recruitment medical visits (3 355 €).

VOBU 2023 (2023 C1)			VOBU 2022 (2022 C1)		
Appropriations	Commitments	Payments	Appropriations	Commitments	Payments
39 373	39 373	39 373	75 559	75 559	39 541
	100%	100%		100%	52.33%

VOBU 2022 (2023 C8)			VOBU 2021 (2022 C8)		
Appropriations	Commitments	Payments	Appropriations	Commitments	Payments
0	36 018	36 018	0	0	0
		100%		0%	0%

4.1.3. Chapter 13 – Missions expenses

This chapter covers the costs incurred by the staff during missions (daily allowances and travel costs).

VOBU 2023 (2023 C1)			VOBU 2022 (2022 C1)		
Appropriations	Commitments	Payments	Appropriations	Commitments	Payments
10 221	10 221	9 512	10 000	10 000	7 281
	100%	93.06%		100%	72.81%

IAR 2/2 2023 (2023 C5)			IAR 2/2 2021 (2022 C5)		
Appropriations	Commitments	Payments	Appropriations	Commitments	Payments
422	0	0	0	0	0
	100%	93.06%		0%	0%

IAR 2/2 2023 (2023 C4)			IAR 2/2 2022 (2022 C4)		
Appropriations	Commitments	Payments	Appropriations	Commitments	Payments
0	0	0	422	0	0
	0%	0%		0%	0%

VOBU 2022 (2023 C8)			VOBU 2021 (2022 C8)		
Appropriations	Commitments	Payments	Appropriations	Commitments	Payments
0	2 719	2 277	0	0	0
		83.72%		0%	0%

4.1.4. Chapter 14 – Socio-medical infrastructure

This chapter covers the costs of annual and pre-recruitment medical inspections.

The amount committed in 2023 covered mainly the Annual medical services provided by the hospital in Valenciennes (26 032 €) and the cost for invalidity procedures run by DG HR (5 438 €).

VOBU 2023 (2023 C1)			VOBU 2022 (2022 C1)		
Appropriations	Commitments	Payments	Appropriations	Commitments	Payments
31 470	31 470	13 650	30 456	30 456	0
	100%	43.37%		100%	0%

VOBU 2022 (2023 C8)			VOBU 2021 (2022 C8)		
Appropriations	Commitments	Payments	Appropriations	Commitments	Payments
0	30 456	24 588	0	0	0
		80.73%		0%	0%

4.1.5. Chapter 15 – Training

This chapter covers the Agency's activities related to staff training and team building.

The amount committed in 2023 covered mainly:

- Language courses and tests (in-house and e-learning – 77 709 €),
- ERA Team building (30 347 €),
- Soft skills trainings (46 483 €),
- ECTR Seminar (11 040 €).

VOBU 2023 (2023 C1)			VOBU 2022 (2022 C1)		
Appropriations	Commitments	Payments	Appropriations	Commitments	Payments
165 579	165 579	97 978	140 887	140 886	79 509
	100%	59.17%		100%	56.43%

VOBU 2022 (2023 C8)			VOBU 2021 (2022 C8)		
Appropriations	Commitments	Payments	Appropriations	Commitments	Payments
	61 377	53 298		27 724	21 029
		86.84%			75.85%

4.1.6. Chapter 16 – External services

This chapter covers the external services related to staff used by the Agency (such as SLA with DG HR and PMO).

The amount committed in 2023 covered mainly:

- DG HR SLA (265 800 €),
- PMO SLA (64 000 €),
- Contribution to school transportation (13 172 €),
- Shared support services of the EUAN (11 500 €),
- External auditors' services (10 524 €).

VOBU 2023 (2023 C1)			VOBU 2022 (2022 C1)		
Appropriations	Commitments	Payments	Appropriations	Commitments	Payments
364 996	364 996	177 146	146 096	146 096	122 458
	100%	48.53%		100%	83.82%

VOBU 2022 (2023 C8)			VOBU 2021 (2022 C8)		
Appropriations	Commitments	Payments	Appropriations	Commitments	Payments
	23 637	20 517		84 667	80 728
		86.80%			95.35%

4.1.7. Chapter 17 – Receptions, events and representation

This chapter covers the Agency's representation expenses.

VOBU 2023 (2023 C1)			VOBU 2022 (2022 C1)		
Appropriations	Commitments	Payments	Appropriations	Commitments	Payments
1 500	1 500	1 351	0	0	0
	100%	99.09%		0%	0%

1.1.1. Chapter 18 – Social welfare

This chapter covers the Agency's expenses related to social events and activities for staff.

The amount committed in 2023 covered mainly 2 social events organised for the staff in 2023.

VOBU 2023 (2023 C1)			VOBU 2022 (2022 C1)		
Appropriations	Commitments	Payments	Appropriations	Commitments	Payments
19 742	19 742	18 927	16 577	16 577	16 577
	100%	95.87%		100%	100%

4.2. TITLE 2**4.2.1. Chapter 20 – Rental of buildings and associated costs**

This chapter covers the cost of renting of the Agency's premises and parkings and all associated expenditure (energy, cleaning, building maintenance, security and other expenditure on buildings such as building insurances, rental of water fountains, etc.). The Agency has two sites: one in Valenciennes (administrative seat) and one in Lille (conference facilities). The latter is not used since the pandemic outbreak.

The amount committed in 2023 covered mainly:

- The rental costs for the Valenciennes and Lille premises, including electricity and water (691.598 €)
- The parking costs in Valenciennes (26 250 €)
- The security services (99 812 €)
- The reception services (28 669 €)
- The cleaning and maintenance of the building (122 400 €)
- Building insurances (7 411 €)
- Health and Safety activities (16 850 €)

VOBU 2023 (2023 C1)			VOBU 2022 (2022 C1)		
Appropriations	Commitments	Payments	Appropriations	Commitments	Payments
992 369	992 369	881 826	1 123 938	1 123 938	973 940
	100%	88.86%		100%	86.65%

IAR 2/2 2023 (2023 C4)			IAR 2/2 2022 (2022 C4)		
Appropriations	Commitments	Payments	Appropriations	Commitments	Payments
1 692	1 692	0	9 737	4 659	0
	100%	0%		47.85%	0%

IAR 2/2 2022 (2023 C5)			IAR 2/2 2021 (2022 C5)		
Appropriations	Commitments	Payments	Appropriations	Commitments	Payments
5 078	5 078	0	0	0	0
	100%	0%		0%	0%

VOBU 2022 (2023 C8)			VOBU 2021 (2022 C8)		
Appropriations	Commitments	Payments	Appropriations	Commitments	Payments
	149 998	136 156		135 405	134 506
		90.77%			99.34%

4.2.2. Chapter 21 – Information, communication technology and data processing

This chapter covers the expenses related to the purchase and maintenance of data processing equipment and software.

The amount committed in 2023 covered mainly:

- SLAs with European Commission (121 517 €)
- Software/Licence renewals (548 178 €)
- Consulting services for cloud migration (244 676 €)
- Consulting services and maintenance data center (110 335 €)

VOBU 2023 (2023 C1)			VOBU 2022 (2022 C1)		
Appropriations	Commitments	Payments	Appropriations	Commitments	Payments
1 024 706	1 024 705	851 412	656 606	656 606	517 810
	83.09%	78.86%		100%	78.86%

IAR2/2 2021 and 2022 (2023 C8)			IAR2/2 2020 and 2021 (2022 C8)		
Appropriations	Commitments	Payments	Appropriations	Commitments	Payments
	23 914	23 914	-	-	-
		100%		-	-

VOBU 2022 (2023 C8)			VOBU 2021 (2022 C8)		
Appropriations	Commitments	Payments	Appropriations	Commitments	Payments
	138 796	138 796		126 121	126 121
		100%			99.68%

4.2.3. Chapter 22 – Movable property and associated costs

This chapter covers equipment for audio-visual, documentation storage, archiving and mail handling, hiring of fax machines, photocopiers, purchase of office furniture.

The amount committed in 2023 covered mainly:

- Moving services (8 540 €)
- Maintenance of AV equipment (21 234 €)

VOBU 2023 (2023 C1)			VOBU 2022 (2022 C1)		
Appropriations	Commitments	Payments	Appropriations	Commitments	Payments
31 315	31 315	27 391	29 116	29 116	6 623
	100%	87.47%		100%	22.75%

VOBU 2022 (2023 C8)			VOBU 2021 (2022 C8)		
Appropriations	Commitments	Payments	Appropriations	Commitments	Payments
	22 493	22 282		18 621	17 801
		99.06%			95.60%

4.2.4. Chapter 23 – Current administrative expenditures

This chapter covers stationery and office supplies, bank charges and petty expenses.

VOBU 2023 (2023 C1)			VOBU 2022 (2022 C1)		
Appropriations	Commitments	Payments	Appropriations	Commitments	Payments
6 073	6 072	3 438	3 428	3 428	2 428
	99.98%	56.61%		100%	70.82%

IAR2/2 2023 (2023 C4)			IAR2/2 2022 (2022 C4)		
Appropriations	Commitments	Payments	Appropriations	Commitments	Payments
1 210	1 210	1 210			
	100%	100%			

VOBU 2022 (2023 C8)			VOBU 2021 (2022 C8)		
Appropriations	Commitments	Payments	Appropriations	Commitments	Payments
	1 000	970		11 439	10 634
		97.03%			92.96%

4.2.5. Chapter 24 – Postage / telecommunications

This chapter covers postal and delivery expenses, subscription expenses, cost of communication (telephone, internet, mobiles and data transmission) and all related equipment (purchase, maintenance, cabling of building).

The amount committed in 2023 covered mainly:

- Telecommunications fees (mobile telephony – 38 000 €) and
- Postal services (4 338 €).

VOBU 2023 (2023 C1)			VOBU 2022 (2022 C1)		
Appropriations	Commitments	Payments	Appropriations	Commitments	Payments
42 338	42 338	41 765	43 691	43 691	43 368
	100%	98.65%		100%	99.26%

<i>IAR2/2 2023 (2023 C4)</i>			<i>IAR2/2 2022 (2022 C4)</i>		
Appropriations	Commitments	Payments	Appropriations	Commitments	Payments
900	0	0			
	0%	0%			

<i>IAR2/2 2022 (2023 C5)</i>			<i>IAR2/2 2021 (2022 C5)</i>		
Appropriations	Commitments	Payments	Appropriations	Commitments	Payments
			58	58	58
				100%	100%

<i>VOBU 2022 (2023 C8)</i>			<i>VOBU 2021 (2022 C8)</i>		
Appropriations	Commitments	Payments	Appropriations	Commitments	Payments
	323	208		87 635	87 635
		64.38%			100%

4.2.6. Chapter 27 – Information and publishing

The amount committed in 2022 covered the publication of the budget in the Official Journal.

<i>VOBU 2023 (2023 C1)</i>			<i>VOBU 2022 (2022 C1)</i>		
Appropriations	Commitments	Payments	Appropriations	Commitments	Payments
0	0	0	5 658	5 658	5 658
	0%	0%		100%	100%

<i>VOBU 2022 (2023 C8)</i>			<i>VOBU 2021 (2022 C8)</i>		
Appropriations	Commitments	Payments	Appropriations	Commitments	Payments
				1 908	1 908
					100%

4.3. TITLE 3

4.3.1. Chapter 30 – Operational expenditure - Strategic Statements

Chapter 30 covers all expenses directly linked to the Regulation (EU) 2016/796, covering the operational costs of Agency projects and services that are under EU contribution. Since 2021, the budget line breakdown of this chapter is equivalent to the 9 Strategic Statements of the Agency included in its Single Programming Document – see breakdown in the table below.

Budget Line (Commitment Item)		Appropriations	Commitments	Payments
3010	Strategic Statement 1 – <i>Removing barriers</i>	972,439	970,309	796,581
3020	Strategic Statements 2-3 - <i>Sustainability & multimodality</i>	30,976	27,065	20,679
3040	Strategic Statement 4 - <i>Safety</i>	273,103	268,795	187,606
3060	Strategic Statement 5 - <i>Resilience</i>	30,791	30,759	28,973
3070	Strategic Statement 6 - <i>Competitiveness</i>	499,890	496,710	422,353
3080	Strategic Statement 7 - <i>Outreach & international</i>	575,150	571,352	555,216
3090	Strategic Statement 8 - <i>Governance</i>	594	0	0
3099	ERA management and administration	31,040	29,040	23,914

Each Strategic Statement line hosts the projects/services assigned to them. The concrete projects and services that had operational budget were the following (ranked by the highest appropriation first):

BL (CI)	Project / Service		StSt	Appropriations	Commitments	Payments
3010	ERA1209	Revision of VA guide	1	574,207	574,207	459,836
3080	ERA1227	Interoperable data	8	501,910	501,910	494,784
3070	ERA1145	ERA Academy	7	284,357	281,177	243,265
3010	ERA1226	Registers Oper & Dev	1	223,575	223,298	193,814
3040	001MRA1116	NSA Monitoring impl	4	168,501	168,496	142,140
3070	ERA1161	On line corporate co	7	157,155	157,155	152,136
3010	000MRA1138	NoBos monitoring	1	54,977	54,977	46,369
3040	ERA1249	STARS	4	51,342	47,040	1,000
3070	ERA1147	Coordination of inte	7	41,140	41,140	9,713
3010	ERA1175	TSIs maintenance	1	40,169	40,169	28,926
3010	ERA1218	Manage ERTMS evol	1	37,500	37,500	33,706
3099	ERA1245	ERA mgmt & admin		31,040	29,040	23,914
3080	ERA1154	Supporting EB and MB	8	29,490	29,490	29,422
3040	ERA1248	Follow-up audit ES	4	24,749	24,749	24,749
3010	ERA1177	Learning from TSIs	1	22,386	22,386	22,386
3080	ERA1231	DPO	8	22,143	22,143	22,143
3070	ERA1148	Networks	7	17,238	17,238	17,238
3020	ERA-WKG-015	TDG Coordination	3	16,150	14,077	12,965
3060	ERA1188	Impact assessments	6	15,986	15,954	15,895
3020	006REC1128	TAF TSI	3	13,542	11,704	6,430
3040	ERA1168	Learning from safety	4	12,160	12,160	6,950
3080	ERA1156	Org strat programming	8	11,292	8,174	5,505
3010	ERA-REC-129	Manage Radio Comms	1	10,000	8,147	7,599
3040	ERA1224	Support to NIB Peer	4	8,750	8,750	5,373
3080	ERA1235	Better together	8	7,815	7,728	1,454
3040	ERA1167	Sust safety mgmt	4	7,600	7,600	7,394
3060	ERA1195	Reporting Rwy System	6	6,855	6,855	5,602
3010	ERA1210	Revision of ERTMS Tr	1	5,711	5,711	1,435
3060	ERA1189	Ex-post evaluations	6	4,175	4,175	3,739
3060	ERA1196	Data and information	6	3,775	3,775	3,737
3080	ERA1205	Procurement Service	8	2,500	1,908	1,908
3010	ERA1221	Delivery SSC, VA, TA	1	2,000	2,000	596
3010	ERA1193	Research and Innovat	1	1,915	1,915	1,915
3020	ERA1234	Green agenda	3	1,284	1,284	1,284
3090	ERA1203	HR service	9	594	0	0

Additional details on the project/service expenses:

- Expenditure under Revision of VA Guides (ERA1209) was related to the Administrative Arrangement with the Translation Centre (CdT) on the translation of updated VA Guides.
- Expenditure under Interoperable data (ERA1227) was related to the procurement of linked data development support either through DIGIT SLA, ERA FWCs (consultancy services for development and testing of EVR and RINF application) or EC FWCs (SAAS license renewal).
- ERA Academy (ERA1145) includes the costs of ERA events and conferences: hosted /organised by ERA (Safety Days, Multimodal Conference and Satellite for Rail conference), participation (e.g. Innотrans, Connecting Europe Days, etc.) and dissemination activities. The maintenance costs of the Moodle Learning Management System were also borne by ERA Academy.
- Registers Operation and Development (ERA1226) budget was used for maintenance of ERADIS, ERATV, EVR and SRD (including the analysis, debugging, fixing, and testing of registers bugs), the development of ERADIS, ERATV, EVR and SRD (including the analysis, development, testing, documentation and rollout of new change) and the provision of ERADIS and ERATV services (Data Document Validation, user support management and maintenance of knowledge base).

- NSA Monitoring implementation (001MRA1116) and NoBos monitoring (000MRA1138) operational budget consisted of the monitoring mission costs and interpretation costs.
- The expenses of on-line corporate communication (ERA1161) were related to the fees paid to the European Commission and to the costs of external contractor (contracted via EFSA FWC) related to ERA website (evolutive) maintenance services

VOBU 2023 (2023 C1)			VOBU 2022 (2022 C1)		
Appropriations	Commitments	Payments	Appropriations	Commitments	Payments
2 413 983	2 394 030	2 035 222	1 941 491	1 928 921	1 368 922
	99.16%	84.31%		98.84%	70.51%

IAR2/2 2023 (2023 C4)			IAR2/2 2022 (2022 C4)		
Appropriations	Commitments	Payments	Appropriations	Commitments	Payments
158 201	0	0			
	0%0%				

VOBU 2022 (2023 C8)			VOBU 2021 (2022 C8)		
Appropriations	Commitments	Payments	Appropriations	Commitments	Payments
	559 998	520 520		160 988	150 668
		92.95%			93.59%

4.3.2. Chapter 31 – Other operational expenditure

This chapter covers operational expenditures such as scientific library and IT dedicated systems, equipment and services. The Agency provided ICT services and information management supporting the operational activities (ERA1201).

The amount committed in 2023 covered mainly:

- Cloud consulting services (97 840 €)
- ICT infrastructure services (152 053 €)
- IT consulting services (318 613 €)
- Renewal of licences (44 598 €)
- SLA with European Commission (CERT-EU – 77 951 €)
- Telecommunication fees (internet services – 20 906 €)

VOBU 2023 (2023 C1)			VOBU 2022 (2022 C1)		
Appropriations	Commitments	Payments	Appropriations	Commitments	Payments
870 759	870 759	627 318	1 164 501	1 164 501	865 344
	100%	72.04%		100%	74.31%

IAR 2/2 2023 (2023 C4)			IAR 2/2 2022 (2022 C4)		
Appropriations	Commitments	Payments	Appropriations	Commitments	Payments
14 650	14 650	9 889			
	100%	67.5%			

<i>IAR 2/2 2022 (2023 C2)</i>			<i>IAR 2/2 2021 (2022 C5)</i>		
Appropriations	Commitments	Payments	Appropriations	Commitments	Payments
224	0	0			
	0%	0%			
<i>VOBU 2022 (2023 C8)</i>			<i>VOBU 2021 (2022 C8)</i>		
Appropriations	Commitments	Payments	Appropriations	Commitments	Payments
	299 157	293 879		925 829	916 369
		98.24%			98.98%

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4.4. TITLE 4

<i>Fund Source : EARN/N all years (2023-R0) – Fees and charges</i>								
	<i>Chapter</i>	<i>Final appropriations (1)</i>	<i>Committed (2)</i>	<i>% Committed =(2) / (1)</i>	<i>Balance not committed =(1) - (2)</i>	<i>Final payment appropriations (3)</i>	<i>Total Paid (4)</i>	<i>% Paid =(4)/(3)</i>
40	Operational expenditure ⁵	5 941 869	66 960	1.13%	5 874 909	35 867	35 867	100%
41	Staff expenditure	6 932 597	5 133 908	74.05%	1 798 689	6 932 597	5 133 177	74.04%
42	Administrative expenditure	710 943	431 404	60.68%	279 539	746 394	357 679	47.92%
43	Operational expenditure - Strategic Statements (cost of services NSA and Pool of experts)	7 471 355	6 293 559	84.24%	1 177 796	3 465 460	3 214 198	92.75%
43	Operational expenditure - Strategic Statements (other)	1 169 417	769 232	65.78%	400 185	1 358 341	748 278	55.08%
44	Other operational expenditure	211 238	211 238	100.00%	0	279,530	206,656	73.93%
	Title IV	22 437 419	12 906 300	57.52%	9 531 119	12 818 190	9 695 855	75.64%

⁵ The commitment appropriations in this chapter are recorded following the validation of a forecast of revenue and should therefore represent an estimate of the amount to be received for applications not yet invoiced.

Title 4 covers all the expenses corresponding to fees and charges payable to the Agency. The latter are established in [Commission Implementing Regulation \(EU\) 2018/764 on the fees and charges payable to the European Union Agency for Railways and their conditions of payment](#), as amended by [Commission Implementing Regulation \(EU\) 2021/1903](#). Following this regulation, [MB DECISION n° 302 on setting out a calculation method for the annual indexation of the amounts](#) was adopted in November 2022, based on which the indexation is performed by ED decisions, and the new amounts are published on ERA website.

The amount of the available commitment appropriations is based upon a forecast of revenue which is made for each single application, with the exception for the VA CTT applications, for which a global forecast of revenue is made.

The amounts in the table above include both the (de)commitments and payments made on current year's commitment appropriations as on last year's commitment appropriations.

As started in 2022, a detailed budget structure was implemented in 2023 for the expenditure related to T4, to ensure a clear traceability of the types of expenditure linked to Fees and charges (F&C) and their respective amounts, mirroring the methodology for the Implementing Regulation on fees and charges currently in force.

The structure of T4 therefore covers:

- The human resources related costs (salaries corresponding to the FTEs working on F&C and other supporting costs calculated on a pro rata basis)
- Pro rata costs for IT and FM
- Operational costs directly linked to the F&C.

Based on this structure and methodology of calculation, some of the Agency's projects were partially funded under T1 / T2 / T3 and partially funded under T4. In SUMMA the corresponding commitment items and funded programs were reflected. The breakdown of amounts per type of expenditure under T4 was included in the budget 2023 adopted by the Management Board in November 2022 ([MB Decision n°311](#)). This was further updated through two amending budgets:

- [MB Decision n°327 \(Amendment n°1\)](#) on 19 July
- [MB Decision n°341 \(Amendment n°2\)](#) on 15 December

This envisaged structure provides for an equivalency of commitment items under EU contribution and Fees and Charges (F&C). This means that T1 commitment items will have a F&C counterpart under T4.1 (and by analogy, the same applies to T2 > T4.2 and T3 > T4.3). An exception from this are the commitment items related to NSA & PoE costs under Chapter 40, which have no counterpart under the other titles.

In the implementation of Title 4, the Agency has closely monitored the following parameters:

- rate of cashing for fees and charges until year end, including the amending budgets;
- the level of commitments and payments for all the expenditure components under the T4;
- the level of ERA billed/cashed hours for the VA, SSC and ERTMS TA applications during 2023, as well as the number of actual hours for the VA CTT, for which a fixed rate is applied;
- the indexation of the salaries in 2023, as described in section 1.4
- the use of internal (ERA) versus external (NSAs and PoE) resources in the work performed.

All corresponding commitment and payment credits, cashed for VA, SSC and TA applications, are transferred on a regular basis to the T4 salary budget line (Temporary Agents), with the exception of the OSS fees, which are transferred to the OSS expenditure budget line in T4. Upon the request of the AODs of Title 4 budget lines any other than salaries, the Budget Officer initiates internal transfers within T4 from the salaries budget line (which is used as an intermediary line) to the other T4 budget lines as needed, according to documented budget transfer notes circulated at the management review meetings (taking place monthly and starting March at the latest). If

needs occur between two consecutive budget reviews, an exceptional transfer can be requested, and the Management Team is informed accordingly. When making the requests for internal transfers within T4 from the salary budget line to the other T4 budget lines, the respective AODs should take the assigned budgetary envelopes into account, including the split of certain items of expenditure between the titles. Should the AODs identify that the budget envelopes are too high or too low compared to the business needs, they should flag it on the occasion of the management review meetings.

For the salary costs linked to F&C, the CAP Unit performs a calculation of salary costs related to F&C (based on directly billable + indirect FTE use) on a quarterly basis, performed after the end of each quarter, based on the actual number of hours reported in MS Project for the F&C activities during the reference quarter. In their capacity of AOD, the Authorising Officer signs the quarterly note (template) for the calculation of the salaries related to F&C after the end of each quarter. Once the note is signed by the AO, the AOD responsible for salaries expenditure will be able to use the respective commitments and payments appropriations to cover the salaries for F&C activities. Should the amount available on the salary budget lines in T4 be lower than the result of this calculation, the former will be completely used, and the difference will be taken into consideration for the next quarter. In 2023, three notes have been implemented for salary costs related to F&C:

- 20/04/2023 – for 1st Quarter of 2023:
 - Amount of € 1.227.036 for TAs
 - Amount of € 170.074 for CAs
- 30/06/2023 – for 2nd Quarter of 2023:
 - Amount of € 1,291,388 for TAs
 - Amount of € 167,987 for CAs
- 02/10/2023 – for 3rd Quarter of 2023:
 - Amount of € 1,250,416 for TAs
 - Amount of € 182,719 for CAs

4.5. TITLE 5**4.5.1. Chapter 50 – Grants, contributions and service-level agreements**

<i>EARN/N all years 2023 R0</i>				<i>EARN/N all years 2022 R0</i>			
<i>Commitment Appropriations</i>	<i>Commitments</i>	<i>Payment appropriations</i>	<i>Payments</i>	<i>Commitment Appropriations</i>	<i>Commitments</i>	<i>Payment Appropriations</i>	<i>Payments</i>
1 201 304	556 289	1 313 222	522 544	997 369	840 699	997 369	628 153
	46.31%		39.79%		84.29%		62.98%

This chapter covers operational expenditures linked the delegation agreements that the Agency has signed with DG MOVE, DG NEAR and DG REFORM. A breakdown can be found below.

<i>Budget Line (Commitment Item)</i>		<i>Commitment Appropriations</i>	<i>Committed</i>	<i>Payment Appropriations</i>	<i>Paid</i>
5000	IPA and Western Balkans	176 345	160 120	193 415	153 830
5001	EUMedRail	154 299	154 299	177 227	91 697
5002	Railway System Pillar	225 410	225 410	297 330	277 017
5003	Pilot pr - SERA - Prototype Corridor Munich-Verona	395 250	0	395 250	0
5004	Technical support on the depl. of ERTMS in Greece	250 000	16 460	250 000	0
Chapter 50		1 201 304	556 289	1 313 222	522 544