

**Committee of Senior Representatives (CSR)
Twentieth Meeting
Helsinki-Vantaa, Finland
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Reference	CSR 20/11.3/Info 1
Title	Actual and projected contributions to and expenditures from the NDPHS main budget during 2011-2013
Submitted by	Secretariat
Summary / Note	<p>This document has been prepared based on figures provided by the CBSS Secretariat Administration. It covers the main budget only (the Appropriations Account and EUSBSR grant figures have not been included).</p> <p>The file consists in two separate sheets:</p> <ul style="list-style-type: none">• Actual and projected contributions in EURO, FYs 2011-2013;• Actual and projected expenditures in EURO, FYs 2011-2013.
Requested action	For information

1. Actual and projected contributions to the NDPHS budget in EURO/SEK, FYs 2011-2013

Country	Actual share	Actual contributions */ FY 2011	Projected share FY 2010-2012	Projected contributions FY 2012 **/	Projected share FY 2013	Proposed contributions (SEK) FY 2013	Proposed contributions (EUR) FY 2013
Regular contributions by the Partner Countries							
Canada	11.611%	38,517	11.7429%	39,163	0.0000%	-	-
Estonia	4.580%	15,192	4.4499%	14,841	5.3763%	164,247	18,569.51
Finland	11.577%	38,403	11.7429%	39,163	13.9785%	427,043	48,280.72
Germany	11.683%	38,756	11.7429%	39,163	13.9785%	427,043	48,280.72
Iceland	4.876%	16,175	4.4499%	14,841	0.0000%	-	-
Latvia	4.351%	14,432	4.4499%	14,841	5.3763%	164,247	18,569.51
Lithuania	4.608%	15,286	4.4499%	14,841	5.3763%	164,247	18,569.51
Norway	11.649%	38,643	11.7429%	39,163	13.9785%	427,043	48,280.72
Poland	11.595%	38,465	11.7429%	39,163	13.9785%	427,043	48,280.72
Russia	11.785%	39,094	11.7429%	39,163	13.9785%	427,043	48,280.72
Sweden	11.686%	38,764	11.7429%	39,163	13.9785%	427,043	48,280.72
TOTAL (rounded up)	100.000%	331,726	100.000%	333,505	100.000%	3,055,000	345,392.88
Other extra income							
Transfer from the NDPHS Appropriations Account		1,362		0		0	0.00
Interest on capital ***/		1,333		2,000		10,000	1,130.58
Total annual contribution		334,421		335,505		3,065,000	346,523.46

*/ Contributions as modified by transfer. Contributions and expenses paid in foreign currencies have been converted into SEK according to the exchange rate at the Svenska Handelsbanken (the bank used by the CBSS Secretariat) on the day on which a given contribution was deposited into the Secretariat's accounts. The above figures in EUR have been calculated by converting the SEK figures into EUR (the SEK/EUR exchange rate of 8.9447 on the day of closing the books (31-12-2011) was then used).

**/ As of 09-04-2012 contributions have been received from the following countries: Estonia, Finland, Germany (first 50% instalment), Latvia, Lithuania, Poland, Russia and Sweden.

***/ Regarding year 2011, the interest on capital as well as the exchange rate loss have been included in the section "Actual and projected expenditures in EURO," column "Actual expenditure FY 2011," item 8. Miscellaneous.

2. Actual and projected expenditures from the NDPHS budget in EURO/SEK, FYs 2011-2013

Budget chapter	Actual expenditure FY 2011 */		Projected expenditure FY 2012 **/		Projected expenditure FY 2013 (SEK)		Projected expenditure FY 2013 ***/	
	Yearly subtotals	Yearly totals	Yearly subtotals	Yearly totals	Yearly subtotals	Yearly totals	Yearly subtotals	Yearly totals
1. Salaries and related costs		273,079		279,000		2,564,000		289,881.29
1.1 Salaries (NDPHS staff)	163,072		180,200		1,636,000		184,963	
1.2 Social charges and insurances (NDPHS staff)	10,098		9,800		89,000		10,062	
1.3 Other remunerations (NDPHS staff)	63,382		56,000		509,000		57,547	
1.4 (Shared) administrative staff costs	36,527		33,000		330,000		37,309	
1.5 Moving and installation costs	0		0		0		0	
2. Meetings, travel and transportation		19,937		27,000		182,000		20,576.60
2.1 Meetings, travel and transportation (NDPHS staff)	19,879		25,000		182,000		20,577	
2.2 Organization of meetings within the NDPHS context	57		2,000		0		0	
3. Communications		3,940		5,500		34,000		3,843.98
3.1 Telephone, fax and internet communications & accessories	3,743		4,000		32,000		3,618	
3.2 Local computer network and computer accessories	197		1,500		2,000		226	
4. Office rent		0		0		0		0.00
Part of the office rent/maintenance which is not covered by Host Country Sweden as its in-kind contribution	0		0		0		0	
5. Office expenses		2,557		3,000		25,000		2,826.46
	2,557		3,000		25,000		2,826	
6. Postage		349		505		5,000		565.29
	349		505		5,000		565	
7. External services		16,288		17,500		177,000		20,011.31
7.1 Auditing services	-928		2,500		25,000		2,826	
7.2 In-house IT support	8,223		7,000		75,000		8,479	
7.3 NDPHS website, database and project pipeline - hosting, maintenance and further development	6,602		6,000		52,000		5,879	
7.4 Other services	2,391		2,000		25,000		2,826	
8. Internship stipends		0		0		48,000		5,426.79
					48,000		5,427	
9. Miscellaneous		1,070		3,000		30,000		3,391.75
	1,070		3,000		30,000		3,392	
Total annual expenditure		317,220		335,505		3,065,000		346,523.46
Unused contributions		17,201		-		-		-

*/ Exchange rate used: EUR 1 = SEK 8.9447 (exchange rate on the day of closing the FY 2011 books, i.e. 31-12-2011)

**/ Exchange rate used: EUR 1 = SEK 8.8320 (exchange rate according to Monthly accounting rate of the Euro, March 2011)

***/ Exchange rate used: EUR 1 = SEK 8.8450 (exchange rate according to Monthly accounting rate of the Euro, April 2012)

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