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| **FROM:** | Ms Ilze Brands Kehris, Chairperson of the Management Board |
| **TO:** | The members of the Management Board |
| **DATE:** | 16 February 2012 |
| **SUBJECT:** | **Written procedure: 2013-01 Amendment of Part II - Establishment Plan (i.e. Annex A and B) of the 2013 Estimate of revenue and expenditure**  |
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On 9 February 2012, the members of the Management Board were requested to agree to a written procedure in order to amend the Establishment Plan of the 2013 Estimate of revenue and expenditure. No objections were received by the deadline. Therefore, with this note a proposal for the amendment of the Establishment Plan is made:

On 5 December 2011, the Management Board adopted the 2013 Estimate of Revenue and Expenditure (i.e. the 2013 Draft Budget). However, through constructive discussions with the Commission’s services on the 2013 Draft Budget during the last two weeks, it emerged that DG Budget considered the Agency to still be in the start-up period.

As you may recall, it was initially agreed, based on the 2007-2013 Financial Perspectives, that the Agency would gradually receive additional funds and staff in order to be fully operational by 2012. However, due to the austerity measures, the Agency experienced a reduction in its 2012 financial and human resources. The Agency was expected to reach the budget foreseen in the Financial Perspectives in 2013. This would allow the Agency to conclude its phasing in period and to become fully engaged with its new tasks.

Following the fruitful discussion that the Agency had with the Commission’s services, it is suggested to request three new Temporary Agent posts as foreseen in the Financial Perspectives, reaching a total of 78 posts in 2013 instead of 2012 as it was initially expected. In addition, a Contract Agent post is requested which is linked to the Accession of Croatia in the Agency’s work.

Moreover, the Commission proposed to the Agency to request the additional amount of 1,050,000 EUR considered for the Roma multi-annual programme.

In view of the above the Agency updated its establishment plan (see Annex I) including the three posts together with the statement justifying the request of these posts (see Annex II).

In order to respect the deadline implied by the Agency’s financial rules, that is to say
10 February 2012, the proposed versions of these two annexes were forwarded to the Commission subject to approval of the current written procedure.

By the present note the Management Board is requested to adopt the 2013-01 Amending estimate of revenue and expenditure in accordance with Article 10 of the Rules of Procedure of the European Union Agency for Fundamental Rights. Should you have any objections, you are kindly requested to send them by e-mail or fax to Ms Barbara Jäschke (barbara.jaeschke@fra.europa.eu; +43 1 580 30 699) by 17:00 hrs on 23 February 2012.

Thank you very much for your support in this matter.



Ilze Brands Kehris

Chairperson of the Management Board

Annexes:

Annex I: Annex A - Amended establishment plan

Annex II: Annex B - Statement justifying request for new posts