Council of the European Union

Brussels, 18 September 2020
(OR. en)

Interinstitutional File:
2020/0260(NLE)

10928/20
ADD 3

RECH 323
COMPET 418
IND 143
TELECOM 148

COVER NOTE

From:	Secretary-General of the European Commission, signed by Mr Jordi AYET PUIGARNAU, Director
date of receipt:	18 September 2020
To:	Mr Jeppe TRANHOLM-MIKKELSEN, Secretary-General of the Council of the European Union
No. Cion doc.:	COM(2020) 569 final
Subject:	ANNEX to the PROPOSAL FOR A COUNCIL REGULATION on establishing the European High Performance Computing Joint Undertaking

Delegations will find attached document COM(2020) 569 final.

Encl.: COM(2020) 569 final

EUROPEAN
COMMISSION

Brussels, 18.9.2020
COM(2020) 569 final

ANNEX 2 – PART 2/2

ANNEX

to the

PROPOSAL FOR A COUNCIL REGULATION

on establishing the European High Performance Computing Joint Undertaking

{SWD(2020) 179 final}

ANNEX
to the LEGISLATIVE FINANCIAL STATEMENT

Name of the proposal/initiative:

EuroHPC Joint Undertaking

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   2. Other administrative expenditure 10

*This annex, **to be completed by each DGs/Services participing to the proposal/initiative**, must accompany the legislative financial statement when the inter-services consultation is launched.*

The data tables are used as a source for the tables contained in the legislative financial statement. They are strictly for internal use within the Commission.

1. COST OF HUMAN RESOURCES CONSIDERED NECESSARY

☐ The proposal/initiative does not require the use of human resources

☒ The proposal/initiative requires the use of human resources, as explained below:

EUR million (to three decimal places)

HEADING 7 of the multiannual financial framework		2021		2022		2023		2024		2025		2026		2027		TOTAL	
		FTE	Appropriations	FTE	Appropriations	FTE	Appropriations	FTE	Appropriations	FTE	Appropriations	FTE	Appropriations	FTE	Appropriations	FTE	Appropriations
• Establishment plan posts (officials and temporary staff)																	
Headquarters and Commission's Representation Offices	AD	4	0.600	4	0.600	4	0.600	4	0.600	4	0.600	4	0.600	4	0.600	4	4.200
	AST																
in Union Delegations	AD																
	AST																
• External staff [1]																	
Global envelope	AC	2	0.160	2	0.160	2	0.160	2	0.160	2	0.160	2	0.160	2	0.160	2	1.120
	END																
	INT																
in Union Delegations	AC																
	AL																

[1] AC = Contract Staff; AL = Local Staff; END = Seconded National Expert; INT= agency staff; JPD= Junior Professionals in Delegations.

Budget data of an administrative nature

	END															
	INT															
	JPD															
Other budget lines (*specify*)																
Subtotal – HEADING 7 of the multiannual financial framework			0.760		0.760		0.760		0.760		0.760		0.760		0.760	5.320

The human resources required will be met by staff from the DG who are already assigned to management of the action and/or have been redeployed within the DG, together if necessary with any additional allocation which may be granted to the managing DG under the annual allocation procedure and in the light of budgetary constraints.

Outside HEADING 7 of the multiannual financial framework		2021		2022		2023		2024		2025		2026		2027		TOTAL	
		FTE	Appropriations	FTE	Appropriations	FTE	Appropriations	FTE	Appropriations	FTE	Appropriations	FTE	Appropriations	FTE	Appropriations	FTE	Appropriations
• Establishment plan posts (officials and temporary staff)																	
Research	AD																
	AST																
• External staff [2]																	
External staff from operational appropriations (former 'BA' lines).	- at Headquarters AC	20	1.019	25	1.624	30	1.988	30	2.028	30	2.069	30	2.110	30	2.152		12.990
	- at Headquarters END																
	- at Headquarters TA	14	1.148	22	2.863	27	3.384	27	3.656	27	3.729	27	3.804	27	3.880		22.664
	- in Union delegations AC																
	- in Union delegations AL																
	- in Union delegations END																
	- in Union delegations INT																
	- in Union delegations JPD																
Research	AC																
	END																
	INT																
Other budget lines (*specify*)																	

[2] AC = Contract Staff; AL = Local Staff; END = Seconded National Expert; INT= agency staff; JPD= Junior Professionals in Delegations.

Subtotal – Outside HEADING 7 of the multiannual financial framework			2.168		4.488		5.572		5.684		5.798		5.914		6.032		35.654

The human resources required will be met by staff from the DG who are already assigned to management of the action and/or have been redeployed within the DG, together if necessary with any additional allocation which may be granted to the managing DG under the annual allocation procedure and in the light of budgetary constraints.

2. COST OF OTHER ADMINISTRATIVE EXPENDITURE

☐ The proposal/initiative does not require the use of administrative appropriations
☒ The proposal/initiative requires the use of administrative appropriations, as explained below:

EUR million (to three decimal places)

HEADING 7 of the multiannual financial framework	2021	2022	2023	2024	2025	2026	2027	Total
At headquarters:								
Mission and representation expenses								
Conference and meeting costs								
Committees[3]								
Studies and consultations								
Information and management systems								
ICT equipment and services[4]								
Other budget lines (*specify where necessary*)								
Information and publishing								
Acquisition, renting and related expenditure								

[3] Specify the type of committee and the group to which it belongs.
[4] ICT: Information and Communication Technologies: DIGIT must be consulted.

Equipment, furniture, supplies and services								
Expert contracts and meetings								
In Union delegations								
Missions, conferences and representation expenses								
Further training of staff								
Subtotal HEADING 7 of the multiannual financial framework	p.m	p.m	p.m	p.m	p.m	p.m	p.m	p.m

Budget data of an administrative nature

EUR million (to three decimal places)

Outside HEADING 7 of the multiannual financial framework	**2021**	**2022**	**2023**	**2024**	**2025**	**2026**	**2027**	**Total**
Expenditure on technical and administrative assistance (not including external staff) from operational appropriations (former 'BA' lines)								
- at Headquarters	2.745	4.725	5.500	5.500	5.500	5.500	5.500	34.970
- in Union delegations								
Other management expenditure for research								
Other budget lines (*specify where necessary*)								
Sub-total – Outside HEADING 7 of the multiannual financial framework	2.745	4.725	5.500	5.500	5.500	5.500	5.500	34.970

TOTAL **HEADING 7 and Outside HEADING 7** of the multiannual financial framework	5.645	9.225	11.150	11.150	11.150	11.150	11.150	**70.620**

The administrative appropriations required will be met by the appropriations which are already assigned to management of the action and/or which have been redeployed, together if necessary with any additional allocation which may be granted to the managing DG under the annual allocation procedure and in the light of existing budgetary constraints.

3. METHODS OF CALCULATION USED TO ESTIMATE COSTS

1. Human resources

This part sets out the method of calculation used to estimate the human resources considered necessary (workload assumptions, including specific jobs (Sysper 2 work profiles), staff categories and the corresponding average costs)

HEADING 7 of the multiannual financial framework

NB: The average costs for each category of staff at Headquarters are available on BudgWeb: https://myintracomm.ec.europa.eu/budgweb/EN/pre/legalbasis/Pages/pre-040-020_preparation.aspx

- Officials and temporary staff

  - Executive Director (TA)
  - Executive Personal Assistant (TA)
  - Head of Unit Program Implementation (TA)
  - Head of Unit Administration, Finance & Support (TA)
  - Senior Program Officer (TA)
  - 5x Program Officers HPC Infrastructure (TA)
  - 5x Program Officers HPC R&D (TA)
  - 5x Program Officers Quantum Infrastructure (TA)
  - Legal Advisor (TA)
  - IT Manager (TA)
  - Communication Officer (TA)

  - Executive Administrative Assistant (CA)
  - Communication Assistant (CA)
  - Administrative Officer (CA)
  - Administrative Assistant (CA)
  - IT Assistant (CA)
  - Accounting and Budget Officer (CA)
  - Accounting and Budget Assistant (CA)
  - Finance Team Leader (CA)
  - 3x Financial Assistant Initiation (CA)
  - 3x Financial Assistant Verification (CA)
  - Data Protection Officer (CA)
  - HR Officer (CA)
  - HR Assistant (CA)
  - Legal Assistant (CA)
  - Stakeholder Relations Officer (CA)
  - Office and Local Assistant (CA)
  - Internal Control and Audit Officer (CA)

- External staff

Outside HEADING 7 of the multiannual financial framework
• Only posts financed from the research budget
• External staff

2. Other administrative expenditure

Give details of the method of calculation used for each budget line

and in particular the underlying assumptions (e.g. number of meetings per year, average costs, etc.)

HEADING 7 of the multiannual financial framework

Buildings and associated costs

The JU has to ensure that the working conditions of its staff comply with the standards of the EU institutions. The office premises will be offered by the JU hosting country. This appropriation includes costs related to the infrastructure: insurance, water, electricity and heating, cleaning and maintenance, security and surveillance.

Information Technology

To allow its staff to perform its work, the Joint Undertaking is equipped with state-of-the-art office equipment and networking facilities, allowing to use the standard IT toolchain of the EU programmes and institutions. This appropriation is intended to cover the purchase of computing and other similar electronic office equipment and hardware as well as the installation, configuration and maintenance of this equipment. The procurement and maintenance of program packages and software licences necessary for the normal operation of the JU; the expenditure on services contracts for analysis, programming and technical assistance necessary for the JU, the cost of external services contracts to manage and maintain the data and systems, training and other support activities.

It covers the cost of SLAs with the Commission, necessary for the use of the ABAC accounting system (SLA with DG BUDG), as well as for the provision of IT equipment/services (SLA with, DIGIT, REA, RTD, CdT, HR and/or CNECT). It also includes costs specific to the secure data communication needs of the JU to access the ABAC accounting system.

Movable property

This includes the necessary resources to cover the costs of office organisation, archive spaces and meeting rooms.

Current administrative expenditure

This includes costs of office supplies, stationery, badges, office material and other consumables necessary for the operation of the office as well as any costs incurred for any mandatory translations,)

Postage and Telecommunications

This covers all correspondence, postage and telecommunication (fixed, mobile telephony and videoconference equipment/licencing) costs of the JU.

Expenditure of formal and other meetings

As part of the activities of the Joint Undertaking, some meetings (like Governing Board meetings and community workshops) require big rooms that are not available at the JU premises.

Operational activities

Auditing and legal assistance are key elements to ensure that the JU complies with the legal framework. (e.g. internal audit capability, external auditors and ex-post audits)

Communication activities related to publishing, and in particular communication material for conferences, info days and workshops; website development and consolidation; general public relations and publicity.

Information and Publishing

This covers the communication policy of the Joint Undertaking, to ensure public awareness and understanding of the scopes. It is also covering the activities related to production and printing the Annual Activity and other Reports.

Expert contracts and meetings

This includes the costs related to the evaluation, selection and review of projects, as well as the costs incurred for evaluators and reviewers.

Outside HEADING 7 of the multiannual financial framework