



# Annual accounts of the Innovation and Networks Executive Agency

Financial year

# 2020

Financial statements  
Reports on the implementation of the budget

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## Certification

I acknowledge my responsibility for the preparation and presentation of the annual accounts of the Innovation and Networks Executive Agency (INEA) in accordance with Title XIII of the Financial Regulation applicable to the general budget of the European Union and in accordance with Title VI of the Standard Financial Regulation for the Executive Agencies.

I hereby certify that the annual accounts of INEA for the year 2020 have been prepared in accordance with Title VI of the Standard Financial Regulation for the Executive Agencies and the accounting rules adopted by the Commission's Accounting Officer, as are to be applied by all the institutions and union bodies.

I have obtained from the Authorising Officer, who certified its reliability, all the information necessary for the production of the accounts that show the INEA's assets and liabilities and the budgetary implementation. Based on this information, and on such checks, as I deemed necessary to sign off the accounts, I have a reasonable assurance that the accounts present fairly, in all material aspects, the financial position, the results of the operations and the cash flow of INEA.

/signed/

Brussels, 9 June 2021

Milena Chakarova

Accounting Officer of INEA

# Introduction

## LEGAL BASIS

The 2020 financial statements of the Innovation and Networks Executive Agency (INEA) and its reports on budget implementation for 2020 were prepared in conformity with:

- Commission Regulation 1653/2004, of 21 September 2004, on a standard financial regulation for the executive agencies pursuant to Council Regulation 58/2003 laying down the Statute for executive agencies to be entrusted with certain tasks in the management of Community programmes amended by Commission Regulation 1821/2005 and by Commission Regulation 651/2008;
- The Regulation (EU, Euratom) 2018/1046 of the European Parliament and of the Council of 18 July 2018 on the financial rules applicable to the general budget of the Union, amending Regulations (EU) No 1296/2013, (EU) No 1301/2013, (EU) No 1303/2013, (EU) No 1304/2013, (EU) No 1309/2013, (EU) No 1316/2013, (EU) No 223/2014, (EU) No 283/2014, and Decision No 541/2014/EU and repealing Regulation (EU, Euratom) No 966/2012;
- The Accounting Rules adopted by the Accounting Officer of the Commission. These rules were initially adopted on 28 December 2004 and modified and developed subsequently;
- The European Commission's consolidation manuals for the 2020 closure exercise.

## BACKGROUND INFORMATION

Executive Agencies are established by the Commission in accordance with Council Regulation (EC) No 58/2003<sup>1</sup>, with the purpose of delegating certain tasks relating to the management of EU programmes, including budget implementation. This enables the Commission to focus on its core activities and to dispose of sufficient technical expertise for the management of such programmes with the goal to achieve a more efficient implementation.

Based in Brussels, INEA was established in December 2013 by the Commission Decision C(2013)9235 of 23 December 2013, and is the successor of the Trans-European Transport Network Executive Agency. The Commission has delegated to INEA the task of executing the operational budget and performing all relevant activities linked to the implementation of its delegated programmes under the 2014-2020 Multi-Annual Financial Framework (MFF):

- Parts of the Connecting Europe Facility (CEF);
- Parts of the Part III Societal Challenges Specific Programme under the H2020 research and innovation funding programme;
- The Innovation Fund (incorporated in the INEA portfolio in June 2020).

The CEF programme combines transport, energy and telecom and aims to:

- To bridge the missing links in European infrastructure providing for seamless cross-border connections, enhancing inter-modality and interoperability of the transport infrastructure whilst enabling de-carbonisation of the system and optimising safety

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<sup>1</sup> Council Regulation (EC) No 58/2003 of 19 December 2002 laying down the statute for executive agencies to be entrusted with certain tasks in the management of Community programmes (OJ L 11 of 16.01.2003).

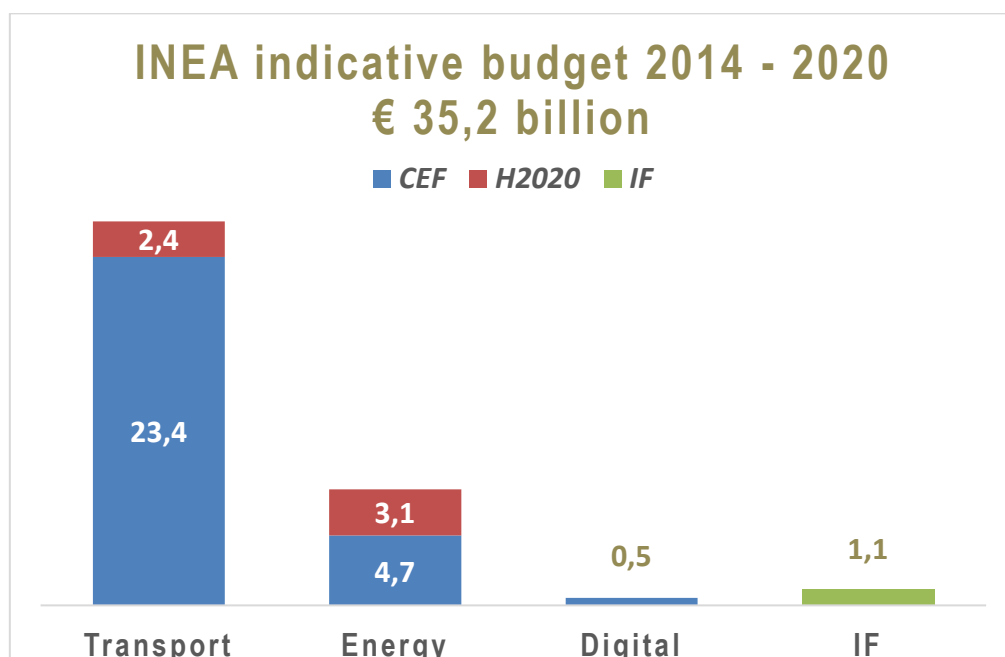
- To upgrade Europe's energy transmission infrastructure, ensuring security of supply and supporting large-scale deployment of energy from renewable sources
- To stimulate the deployment and modernisation of broadband networks and promoting the interconnection and interoperability of national, regional and local networks

The CEF's ultimate goal is to contribute to a more competitive, greener and efficient European economy in line with the Europe 2020 Strategy, whilst completing the internal market.

The Horizon 2020 Programme's objective is to create an enabling environment that promotes excellent science, industrial leadership and tackles societal challenges. As part of the Societal Challenges Specific Programme, the Agency has been entrusted with part of the programme 'Smart, Green and Integrated Transport' that aims to achieve a competitive, safe and seamless European transport system that is also resource efficient and climate and environmentally friendly. A second Challenge transferred to the Agency is 'Secure, Clean and Efficient Energy' designed to support the transition to a reliable, sustainable and competitive energy system.

The Innovation Fund finances highly innovative technologies and big flagship projects for renewable energy, energy-intensive industries, energy storage, and carbon capture, use and storage. It is one of the world's largest funding programmes for demonstration of innovative low-carbon technologies, aiming to bring to the market industrial solutions to decarbonise Europe.

The indicative budget<sup>2</sup>, managed by INEA in 2014-2020 MFF is € 35.2 billion:



The Agency's mission is to support the Commission, beneficiaries and stakeholders by providing expertise and high quality of programme management to infrastructure, research and innovation projects in the fields of transport, energy and telecommunications, and to promote synergies between these activities, to benefit economic growth and EU citizens.

<sup>2</sup> The amounts include contributions from third countries, including EFTA contributions

The Commission, and in particular INEA's parent Directorates General: DG Mobility and Transport, DG Research and Innovation, DG Communications Network, Content and Technology, DG Energy and DG Climate, define the policy, strategy, objectives and priorities of the funding programmes. Together with a Steering Committee, they are also responsible for supervising and monitoring the Agency's activities in accordance with the rules in force<sup>3</sup>. The Steering Committee is comprised of members from each parent DGs as well as DG HR, and observers. The delegation of powers and definition of INEA's tasks, as well as the regulations and procedures with which it has to comply, are set out in its Delegation Act<sup>4</sup>.

At the end of 2020, INEA's multi-national team consisted of 313 staff, representing 25 EU nationalities. They include specialists in finance, project management, transport, energy, ICT, engineering, human resources, legal affairs, etc.

INEA's status as an executive agency means it has two fundamental features. *Autonomy* because it has its own legal personality and can adopt legal acts, as well as its own administrative budget for operating costs. *Dependence* because it can only perform tasks delegated by the Commission, and all financial operations must comply with the Financial Regulation (FR) and Rules of Application.

The Agency's Director has a delegation from the Commission to act as Authorising Officer to the operational budget. INEA's administrative budget is governed by a specific regulation for executive agencies, which closely follows the FR while allowing specific requirements. The Director acts as Authorising Officer for the administrative budget, and the accounting for administrative expenses is the responsibility of the Agency's Accounting Officer.

The Agency's annual accounts are audited by the European Court of Auditors (ECA). The ECA's task is to conduct an external, independent audit of INEA's annual accounts. It produces a report on the activities financed from the general budget, detailing any observations on the annual accounts and underlying transactions. The ECA issues an opinion based on the audit and presented in the form of a statement of assurance on the reliability of the accounts and the legality and regularity of the underlying transactions.

The final step of the budget lifecycle is the discharge of the budget for the given financial year. The European Parliament is the discharge authority within the EU. Following the audit and finalisation of the annual accounts, it falls to the Council to recommend and then to the European Parliament to give a discharge to the Agency as part of the Commission's budget.

## SUBSEQUENT MANDATE

Under the new Multi-annual Financial Framework 2021-2027, INEA became the European Climate, Infrastructure and Environment Executive Agency (CINEA), with a key role in working towards the achievement of the European Green Deal objective.

The mandate entered into force on 1 April 2021.

<sup>3</sup> Council Regulation (EC) No 58/2003 laying down the statute for Executive Agencies to be entrusted with certain tasks in the management of Community programmes; Commission Regulation (EC) No 1653/2004 of 21 September 2004, on the Financial Regulation for the Executive Agencies pursuant to Council Regulation (EC) No 58/2003, as amended by (EC) No 651/2008 of 9 July 2008.

<sup>4</sup> Decision C(2013) 9235 of 23 December 2013 delegating powers to the Innovation and Networks Executive Agency with a view to the performance of tasks linked to the implementation of Union programmes in the field of transport, energy and telecommunications infrastructure and in the field of transport and energy research and innovation comprising, in particular, implementation of appropriations entered in the general budget of the Union

## Financial statements

### BALANCE SHEET

EUR

	Note	31/12/2020	31/12/2019
<b>NON-CURRENT ASSETS</b>		<b>279,594</b>	<b>566,807</b>
Intangible assets	2.1	18,181	38,393
Tangible assets	2.2	136,413	217,646
Plant and equipment		0	1,862
Computer hardware		102,775	155,861
Furniture and vehicles		6,314	11,091
Other fixtures and fittings		27,324	48,832
Assets under financial lease		0	0
<b>Long-term receivables and recoverables</b>	2.3	<b>125,000</b>	<b>310,768</b>
Long-term receivables and recoverables		125,000	310,768
<b>CURRENT ASSETS</b>		<b>1,978,836</b>	<b>1,483,809</b>
Receivables and recoverables	2.4	117,497	180,125
Current receivables		4,496	7,500
Current receivables with consolidated entities		0	0
Sundry receivables		6,810	15,911
Deferred charges		106,191	156,714
Cash and cash equivalents	2.5	1,861,339	1,303,684
<b>TOTAL ASSETS</b>		<b>2,258,430</b>	<b>2,050,616</b>
<b>NON-CURRENT LIABILITIES</b>		<b>0</b>	<b>0</b>
<b>CURRENT LIABILITIES</b>		<b>(1,613,908)</b>	<b>(1,336,833)</b>
Short-term provisions	2.6	(7,500)	0
Payables	2.7	(405,964)	(367,723)
Current payables		0	(28,155)
Sundry payables		0	(25,055)
Accounts payable to consolidated EU entities		(405,964)	(314,513)
Accrued charges and deferred income		(1,200,444)	(969,110)
Accrued charges with non-consolidated entities	2.8	(1,013,838)	(715,933)
Accrued charges with consolidated entities	2.9	(186,606)	(253,177)
<b>TOTAL LIABILITIES</b>		<b>(1,613,908)</b>	<b>(1,336,833)</b>
<b>NET ASSETS</b>		<b>644,522</b>	<b>713,783</b>
Accumulated surplus/deficit		713,783	1,281,818
Economic result of the year		(69,261)	(568,035)



## STATEMENT OF FINANCIAL PERFORMANCE

EUR

	Note	2020	2019
<b>OPERATING REVENUE</b>		<b>30,592,866</b>	<b>28,618,487</b>
<b>Non-exchange revenue</b>	3.1	<b>30,580,036</b>	<b>28,569,487</b>
European Union contributions		30,580,036	28,569,487
<b>Exchange revenue</b>	3.2	<b>12,830</b>	<b>49,000</b>
Income from non-consolidated entities		12,282	17,644
Income from consolidated entities		0	31,047
Gains from exchange rate differences		548	309
<b>OPERATING EXPENSES</b>	3.3	<b>(30,662,252)</b>	<b>(29,186,522)</b>
Staff expenses		(24,394,629)	(22,445,677)
Fixed assets related expenses		(115,445)	(125,836)
Building expenses with non-consolidated entities		(2,360,298)	(2,648,920)
Building expenses with consolidated entities		(666,738)	(661,104)
Other administrative expenses with non-consolidated entities		(1,294,308)	(1,747,844)
Other administrative expenses with consolidated entities		(1,821,500)	(1,555,543)
Provisions		(7,500)	0
Losses from exchange rate differences		(1,834)	(1,598)
<b>SURPLUS/(DEFICIT) FROM OPERATING ACTIVITIES</b>		<b>(69,386)</b>	<b>(568,035)</b>
<b>FINANCIAL REVENUE</b>	3.4	<b>127</b>	<b>0</b>
Interest income		127	0
<b>FINANCIAL EXPENSES</b>		<b>(2)</b>	<b>0</b>
Bank charges		0	0
Other financial expenses		(2)	0
<b>SURPLUS/(DEFICIT) FROM NON-OPERATING ACTIVITIES</b>		<b>125</b>	<b>0</b>
<b>ECONOMIC RESULT OF THE YEAR</b>		<b>(69,261)</b>	<b>(568,035)</b>



**CASH FLOW STATEMENT**

		EUR	
	Note	2020	2019
<b>Economic result of the year</b>		<b>(69,261)</b>	<b>(568,035)</b>
<b>Operating activities</b>	4.1		
Amortisation		20,212	21,941
Depreciation		95,222	103,741
(Increase)/Decrease in receivables and recoverables		248,395	136,627
(Increase)/Decrease in receivables from consolidated EU entities		0	0
Increase/(Decrease) in provisions		7,500	0
Increase/(Decrease) in other liabilities		231,335	(35,830)
Increase/(Decrease) in payables		(53,210)	32,971
Increase/(Decrease) in liabilities to consolidated EU entities		91,451	(33,894)
(Gains)/losses on sale of property, plant and equipment		11	154
<b>Net cash-flow from operating activities</b>		<b>640,916</b>	<b>225,710</b>
<b>Investing activities</b>	4.2		
Purchase of intangible assets and property, plant and equipment		(14,000)	(153,585)
<b>Net cash flow from investing activities</b>		<b>(14,000)</b>	<b>(153,585)</b>
Net increase/(decrease) in cash and cash equivalents		557,655	(495,910)
Cash and cash equivalents at the beginning of the year		1,303,684	1,799,594
<b>Cash and cash equivalents at year-end</b>		<b>1,861,339</b>	<b>1,303,684</b>

## STATEMENT OF CHANGES IN NET ASSETS

			EUR
	Accumulated Surplus/Deficit	Economic result of the year	Net Assets (Total)
<b>Balance at 31 December 2019</b>	<b>1,281,818</b>	<b>(568,035)</b>	<b>713,783</b>
Changes in accounting policies			
<b>Balance at 1 January 2020</b>	<b>1,281,818</b>	<b>(568,035)</b>	<b>713,783</b>
Allocation of the economic result of previous year	(568,035)	568,035	0
Economic result of the year		(69,261)	(69,261)
<b>Balance at 31 December 2020</b>	<b>713,783</b>	<b>(69,261)</b>	<b>644,522</b>

## Notes to the financial statements

A complete set of financial statements is used to give readers an overview of the financial results and the financial situation of the entity. The financial statements of INEA are comprised of four reports, which are as follows:

- *Balance sheet.* Presents the assets, liabilities, and equity of the Agency as of the reporting date. It also provides information about the liquidity and the capitalisation of the organisation.
- *Statement of financial performance.* Presents the revenue, expenses, and profits/loss generated during the reporting period. The report gives information about the operating results of the Agency.
- *Cash flow statement.* Presents the cash inflows and outflows that occurred during the reporting period. It can provide a useful comparison to the statement of financial performance, especially when the amount of profit or loss reported does not reflect the cash flows generated during the year.
- *Statement of changes in net assets.* Presents changes in equity during the reporting period.

### 1. SIGNIFICANT ACCOUNTING POLICIES

#### 1.1. LEGAL BASIS AND ACCOUNTING RULES

The accounts are kept in accordance with Commission Regulation (EC) N° 1653/2004 of 21 September 2004<sup>5</sup> on a standard financial regulation for the executive agencies pursuant to Council Regulation (EC) N° 58/2003. Art 2 of the standard financial regulation defines in which cases executive agencies shall also apply the Financial Regulation applicable to the general budget of the European Communities (*Regulation (EU, Euratom) N° 2018/1046 of the European Parliament and of the Council of 18 July 2018 on the financial rules applicable to the general budget of the Union*).

The financial statements are prepared on the basis of the EU Accounting Rules, as adopted by the Commission's Accounting Officer, which adapts the International Public Sector Accounting Standards (and in some cases the International Financial Reporting Standards) to the specific environment of the EU. The reports on implementation of the budget are primarily based on movements of cash.

The accounting system of the Agency is comprised of general accounts and budget accounts. These accounts are kept in euro and based on a calendar year. The budget accounts give a detailed picture of the implementation of the budget, and are based on the modified cash accounting principle.<sup>6</sup> The general accounts allow for the preparation of the financial statements as they show all expenditure and income for the financial year and are designed to establish the financial position in the form of a balance sheet at 31 December.

#### 1.2. ACCOUNTING PRINCIPLES

The objectives of the financial statements are to provide information about the financial position, performance and cash flows of an entity that is useful to a wide range of users. For a public sector entity such as the Agency, the objectives are more specifically to provide information useful for decision-making, and to demonstrate the accountability of the entity for the resources entrusted to it.

<sup>5</sup> Amended by Commission Regulation (EC) No 651/2008 of 9<sup>th</sup> July 2008

<sup>6</sup> This differs from cash-based accounting because of elements such as carryovers.

Article 53 of the standard Financial Regulation for executive agencies (Commission Regulation (EC) N° 1653/2004 amended by Commission Regulation (EC) N° 651/2008) sets out the accounting principles to be applied in drawing up the financial statements:

#### **Going concern principle**

When preparing financial statements, an assessment of an entity's ability to continue as a going concern should be made. Financial statements should be prepared on a going concern basis unless there is an intention to liquidate the entity or to cease operating, or if there is no realistic alternative but to do so. These financial statements have been prepared in accordance with the going concern principle, which means that the Agency is deemed to have been established for an indefinite duration.

#### **Principle of prudence**

The principle of prudence means that assets and income should not be overstated and liabilities and charges should not be understated. However, the principle of prudence does not allow the creation of hidden reserves or undue provisions.

#### **Principle of consistent accounting methods**

The principle of consistent accounting methods means that the structure of the components of the financial statements and the accounting methods and valuation rules may not be changed from one year to the next.

The Agency's Accounting Officer may not depart from the principle of consistent accounting methods other than in exceptional circumstances, in particular:

- In the event of a significant change in the nature of the entity's operations
- Where the change made is for the sake of a more appropriate presentation of the accounting operations

#### **Principle of comparability of information**

The principle of comparability of information means that for each item the financial statements should also show the amount of the corresponding item the previous year. Where the presentation or the classification of one of the components of the financial statements is changed, the corresponding amounts for the previous year should be made comparable and reclassified. Where it is impossible to reclassify items, this should be explained in the annex to the financial statements.

#### **Principle of materiality**

The materiality principle means that all operations, which are of significance for the information sought, should be taken into account in the financial statements. Materiality should be assessed in particular by reference to the nature of the transaction or the amount.

Transactions may be aggregated where:

- The transactions are identical in nature, even if the amounts are large
- The amounts are negligible
- Aggregation makes for clarity in the financial statements

#### **Principle of no netting**

The no-netting principle means that receivables and debts may not be offset against each other, nor may charges and income, save where charges and income derive from the same transaction, from similar transactions or from hedging operations and provided that they are not individually material.

#### **Principle of reality over appearance**

The principle of reality over appearance means that accounting events recorded in the financial statements should be presented by reference to their economic nature.

### Accrual-based accounting principle

In order to meet their objectives, financial statements are prepared on the accrual basis of accounting. Under this basis, the effects of transactions and other events are recognised when they occur (and not as cash or its equivalent is received or paid) and they are recorded in the accounting records and reported in the financial statements of the periods to which they relate.

Where, in a specific case, the Accounting Officer considers that an exception should be made to the content of one of the accounting principles defined above; this exception must be duly substantiated and reported in the annex to the financial statements.

## 1.3. BASIS OF PREPARATION

### Functional and reporting currency

The financial statements are presented in Euro (€), which is the functional and reporting currency of the EU and of the Agency.

### Transactions and balances

Foreign currency transactions are recorded using the exchange rates prevailing at the dates of the transactions. Foreign exchange gains and losses resulting from the settlement of foreign currency transactions and from the translation of monetary items in foreign currency into euro at year-end are recognised in the statement of financial performance.

### Chart of Accounts

The chart of accounts used by the Agency follows the structure of the chart of accounts of the European Commission.

### Use of estimates

Preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect reported amounts presented and disclosed in the financial statements of the Agency. Significant estimates and assumptions in these financial statements require judgment and are used for, but not limited to, accrued income and charges, provisions, contingent assets and liabilities. Actual results, reported in future periods, might be different from these estimates. Changes in estimates are reflected in the period in which they become known.

## 1.4. BALANCE SHEET

Assets are resources controlled by the Agency as a result of past events and from which future economic benefits or service potential are expected to flow.

### 1.4.1. Fixed assets

Intangible fixed assets are valued at their acquisition price, with the exception of assets acquired free of charge that are valued at their market value. Tangible and intangible fixed assets are valued at their historic cost converted into Euro at the rate applying when they were purchased. The book value of a fixed asset is equal to its acquisition price or production cost, adjusted with revaluations, depreciation and other amounts written off.

Subsequent costs are recognised as a separate asset only when it is probable that future economic benefits associated with the item will flow to the Agency and the cost of the item can be reliably measured. All other repairs and maintenance are charged to the economic outturn account during the financial period in which they are incurred. Assets that have an indefinite useful life are not subject to amortisation and are tested annually for

impairment. Assets that are subject to amortisation are reviewed for impairment whenever events or changes in circumstances indicate that the carrying amount may not be recoverable. An impairment loss is recognised for the amount by which the asset's carrying amount exceeds its recoverable amount. The recoverable amount is the higher of an asset's fair value less costs to sell and value in use.

Depreciation on other assets is calculated using the straight-line method to allocate their cost to their residual values over their estimated useful lives.

Gains or losses on disposals are determined by comparing proceeds less selling expenses with the carrying amount of the disposed asset and are included in the statement of financial performance.

#### 1.4.2. Depreciation rates

Type of asset	Straight line depreciation rate
Intangible assets	25%
Plant, machinery and equipment	12.5-25%
Furniture	10-25%
Fixtures and fittings	12.5-25%
Computer hardware	25%

#### 1.4.3. Financial assets

The Agency has as financial assets its receivables and current bank accounts. Receivables arise when the Agency provides money, goods or services directly to a debtor with no intention of trading the receivable. They are included in current assets, except for maturities more than 12 months of the balance sheet date. See note 7 below for more information.

#### 1.4.4. Receivables

Receivables are carried at original amount less write-down for impairment. A write-down for impairment of receivables is established when there is objective evidence that the Agency will not be able to collect all amounts due according to the original terms of receivables. The amount of the write-down is the difference between the asset's carrying amount and the recoverable amount. The amount of the write-down is recognised in the statement of financial performance.

See note 1.4.9 below concerning the treatment of accrued income at year-end.

#### 1.4.5. Cash and cash equivalents

Cash and cash equivalents are financial instruments and classified as available for sale financial assets. They include cash at hand and deposits held at call with banks.

#### 1.4.6. Provisions

Provisions are recognised when the Agency has a present legal or constructive obligation towards third parties as a result of past events, it is more likely than not that an outflow of resources will be required to settle the obligation, and the amount can be reliably estimated. The amount of the provision is the best estimate of the expenditure expected to be required to settle the present obligation at the reporting date.

#### 1.4.7. Financial liabilities

The Agency has as financial liabilities its payables. They are classified as current liabilities, except for maturities more than 12 months after the balance sheet date. See point 1.4.8 below.

#### 1.4.8. Payables

Significant amounts of payables are related to the purchase of goods or services. Those are recognised at invoice reception for the original amount and corresponding expenses are entered in the accounts when the supplies or services are delivered and accepted by the Agency.

#### 1.4.9. Accrued and deferred income and charges

According to the EU Accounting rules, transactions and events are recognised in the financial statements in the period to which they relate. At the end of the accounting period, accrued expenses are recognised based on an estimated amount of the transfer obligation of the period. The calculation of accrued expenses is done in accordance with detailed operational and practical guidelines issued by the Commission and by the Agency, which aim at ensuring that the financial statements reflect a true and fair view.

Revenue is also accounted for in the period to which it relates. At year-end, if an invoice is not yet issued but the service has been rendered, the supplies have been delivered by the Agency or a contractual agreement exists (i.e. by reference to a treaty), an accrued income will be recognised in the financial statements.

In addition, at year-end, if an invoice is issued but the services have not yet been rendered or the goods supplied have not yet been delivered, the revenue or charges will be deferred and recognised in the subsequent accounting period.

### 1.5. STATEMENT OF FINANCIAL PERFORMANCE

#### 1.5.1. Revenue

Non-exchange revenue makes up the vast majority of the Agency revenue and includes mainly the EU subsidy.

Exchange revenue is the revenue from the sale of goods and services. It is recognised when the significant risk and rewards of ownership of the goods are transferred to the purchaser. Revenue associated with a transaction involving the provision of services is recognised by reference to the stage of completion of the transaction at the reporting date.

Interest income might include bank interest received or interest calculated on a delayed payment by a debtor.

#### 1.5.2. Expenses

According to the principle of accrual-based accounting, the financial statements take account of expenses relating to the reporting period, without taking into consideration the payment date - meaning when the goods or services are used or consumed.

Exchange expenses arising from the purchase of goods and services are recognised when the supplies are delivered and accepted by the Agency. They are valued at original invoice cost.

Non-exchange expenses relate to transfers to beneficiaries and can be of three types: entitlements, transfers under agreement and discretionary grants, contributions and donations.

Transfers are recognised as expenses in the period during which the events giving rise to the transfer occurred, as long as the nature of the transfer is allowed by regulation (Financial Regulation, Staff Regulations, or other regulation) or a contract has been signed authorising the transfer, any eligibility criteria have been met by the beneficiary, and a reasonable estimate of the amount can be made.

When a request for payment or cost claim is received and meets the recognition criteria, it is recognised as an expense for the eligible amount. At year-end, incurred eligible expenses due to the beneficiaries but not yet reported are estimated and recorded as accrued expenses.



## 1.6. CONTINGENT ASSETS AND LIABILITIES

### 1.6.1. Contingent assets

A contingent asset is a possible asset that arises from past events and of which the existence will be confirmed only by the occurrence or non-occurrence of one or more uncertain future events not wholly within the control of the Agency. It is not recognised because the amount of the obligation cannot be measured with sufficient reliability. A contingent asset is disclosed when an inflow of economic benefits or service potential is probable.

### 1.6.2. Contingent liabilities

A contingent liability is a possible obligation that arises from past events and of which the existence will be confirmed only by the occurrence or non-occurrence of one or more uncertain future events not wholly within the control of the Agency. Alternatively, this present obligation arising from past events but not recognised because either it is not probable that an outflow of resources embodying economic benefits or service potential will be required to settle the obligation or, in the rare circumstances, where the amount of the obligation cannot be measured with sufficient reliability.

### 1.6.3. Consolidation

According to Article 57 of Commission Regulation 1653/2004, the INEA's accounts are consolidated with the Commission's annual accounts.

## 2. NOTES TO THE BALANCE SHEET

### NON-CURRENT ASSETS

The Agency uses ABAC Assets as inventory application, which is an integrated part of the ABAC platform. The non-current intangible and tangible (property, plant and equipment) assets are also called fixed assets.

### 2.1. INTANGIBLE ASSETS

Intangible fixed assets are identifiable non-monetary assets without physical substance. To be entered in the financial inventory on the assets side of the balance sheet, they must be controlled by the Agency and generate future economic benefits for the Agency. Additionally, they should have a purchase price above €700.

For internally developed intangible assets, the Agency applied the threshold of €500,000. For more information about IT developments see point 3.3.4.

In 2020, INEA did not acquire new intangible assets. There were no disposals or impairments of intangible assets. The existing assets were depreciated monthly with an annual depreciation rate of 25%.

The variation of the intangible fixed assets in 2020 is composed of:

2020	Computer Software	Other Intangible Assets	Total EUR
<b>Gross carrying amounts 01/01/2020</b>	<b>115,194.80</b>	<b>79,850.07</b>	<b>195,044.87</b>
Additions/disposals	0	0	0
<b>Gross carrying amounts 31/12/2020</b>	<b>115,194.80</b>	<b>79,850.07</b>	<b>195,044.87</b>
<b>Accumulated amortisation and impairment 01/01/2020</b>	<b>(114,448.80)</b>	<b>(42,203.07)</b>	<b>(156,651.87)</b>

Amortisation	(249.00)	(19,963.00)	(20,212.00)
<b>Accumulated amortisation and impairment 31/12/2020</b>	<b>(114,697.80)</b>	<b>(62,166.07)</b>	<b>(176,863.87)</b>
<b>Net carrying amounts 31/12/2020</b>	<b>497.00</b>	<b>17,684.00</b>	<b>18,181.00</b>

## 2.2. TANGIBLE ASSETS

Tangible fixed assets are identifiable non-monetary assets with physical substance. To be entered in the financial inventory on the assets side of the balance sheet, they must be controlled by the Agency and generate future economic benefits or increase the service potential of the Agency. Additionally, they should have a purchase price above €700. Items with lower value, such as desktop computers, digital cameras and monitors are treated as expenses of the year, but they are registered in the physical inventory. Repairs and maintenance are charged to the economic period in which they have occurred.

The tangible assets on 31 December 2020 amount to €136,413.00. The acquisitions of tangible assets in 2020 comprised IT equipment: three copy machines.

The tangible IT assets are depreciated monthly with the annual rates set in the assets catalogue of DG DIGIT and listed in point 1.4.2.

During the year, the Agency retired assets that were either damaged or obsolete.

The variation of the tangible fixed assets in 2020 is composed of:

2020	Plant and equipment	Computer hardware	Furniture and vehicles	Other fixtures and fittings	Total EUR
<b>Gross carrying amounts 01/01/2020</b>	<b>23,914.93</b>	<b>508,652.74</b>	<b>75,789.39</b>	<b>145,138.68</b>	<b>753,495.74</b>
Additions		13,999.70			<b>13,999.70</b>
Disposals		(45,937.85)	(649.87)	(3,313.52)	<b>(49,901.24)</b>
<b>Gross carrying amounts 31/12/2020</b>	<b>23,914.93</b>	<b>476,714.59</b>	<b>75,139.52</b>	<b>141,825.16</b>	<b>717,594.20</b>
<b>Accumulated depreciation and impairment 01/01/2020</b>	<b>(22,052.93)</b>	<b>(352,791.74)</b>	<b>(64,698.39)</b>	<b>(96,306.68)</b>	<b>(535,849.74)</b>
Depreciation	(1,862.00)	(67,085.70)	(4,766.00)	(21,508.00)	<b>(95,221.70)</b>
Disposals		45,937.85	638.87	3,313.52	<b>49,890.24</b>
<b>Accumulated depreciation and impairment 31/12/2020</b>	<b>(23,914.93)</b>	<b>(373,939.59)</b>	<b>(68,825.52)</b>	<b>(114,501.16)</b>	<b>(581,181.20)</b>
<b>Net carrying amounts 31/12/2020</b>	<b>0</b>	<b>102,775.00</b>	<b>6,314.00</b>	<b>27,324.00</b>	<b>136,413.00</b>

### 2.3. LONG-TERM RECEIVABLES AND RECOVERABLES

In 2016, the Agency signed an amendment to its rental contract for the office premises until 31 December 2020. INEA paid a rental guarantee to the building owner for €125,000.00. The figures under this heading represent the amount of the guarantee obligation according to the office rental contract.

At the end of 2020, the Agency signed an extension to the rental contract until 31 December 2024.

Item	Amount
Guarantee, part of the rental contract of the W910 office premises	125,000.00
<b>Total</b>	<b>125,000.00</b>

## CURRENT ASSETS

### 2.4. RECEIVABLES AND RECOVERABLES

Item	2020	2019
Customer receivables	4,495.86	7,500.00
Sundry receivables	6,810.26	15,911.34
Deferred charges <i>(see below)</i>	106,191.45	156,713.47
<b>Total</b>	<b>117,497.57</b>	<b>180,124.81</b>

The customer receivables represent two debit notes for €4,495.86 that are still open at year-end.

The sundry receivables for €6,810.26 consist of monthly salary regularisations linked to payroll, and to be received either from staff or from the Commission and other EU institutions. The amounts will be regularised in the course of 2021.

The deferred charges are comprised of expenses for the years 2021-2025, recorded in the accounts in 2020 or previous years and deferred to the appropriate financial periods. Their split is as follows:

Item	2020	2019
Subscriptions for media services and to professional organisations	10,611.21	3,333.37
Staff transport contribution	401.42	15,081.99
Licences and maintenance of IT and office equipment	76,966.94	116,445.33
Trainees	18,110.47	17,952.60
Staff, building, IT and fire insurance	101.41	3,900.18
<b>Total</b>	<b>106,191.45</b>	<b>156,713.47</b>

## 2.5. CASH AND CASH EQUIVALENTS

The amount of €1,861,338.82 corresponds to the cash balance held on 31 December 2020 in its bank account at ING Belgium. The Agency does not hold petty cash.

The bank account is held with ING Belgium SA. The specific contract results from the procedure ERCEA/CAO/PN/2019/32, which INEA joined. It runs from 1 January 2020 until 31 December 2024.

## NON-CURRENT LIABILITIES

The Agency does not have non-current liabilities on 31 December 2020.

## CURRENT LIABILITIES

## 2.6. SHORT-TERM PROVISIONS

The Agency recorded a provision for €7,500.00 for charges resulting from a legal case (*joined Cases T-236/17 and T-596/17, Balti Gaas OÜ, Judgment of 16 December 2020*). INEA won the case, however the Court estimated that INEA should cover the cost of the applicant for the appeal.

## 2.7. PAYABLES

Item	2020	2019
Current payables	0	28,155.52
Sundry payables	0	25,054.76
Accounts payable to consolidated entities	405,963.63	314,512.65
<b>Total</b>	<b>405,963.63</b>	<b>367,722.93</b>

Accounts payable to consolidated entities for €405,963.63 represent the balance of the budgetary outturn account at the end of 2020. This amount should be reimbursed to the European Commission.

For more details, please refer to the reports on budget implementation.

## 2.8. ACCRUED CHARGES WITH NON-CONSOLIDATED ENTITIES

### Accruals for goods and services

This amount represents goods and services received in 2020 but not yet recorded as supplier payables on 31 December 2020. The expenses are of two types:

- Invoices to be received, which correspond exactly to the amounts accrued.
- Provisions set aside to pay for services or goods received in 2020. As the exact amount was not known when finalising the accounts, estimation was made based on the contractual or other information.

Accruals	Amount	Estimation method
Charges for office premises	90,830.58	Contract with the supplier, budget follow-up tool
Office supplies, IT maintenance and subscriptions	69,125.13	Invoices from January 2020, contracts with the suppliers, budget follow-up tool
Communication expenses	26,172.12	Contract with the supplier, budget follow-up tool
IT services	101,672.51	Invoices from January 2020, contracts with the suppliers, budget follow-up tool

Interim staff	28,946.88	Invoices from January 2020, budget follow-up tool
Trainings	2,700.00	Budget follow-up tool
Audits by external companies	96,231.80	Contract with the supplier, budget follow-up tool
<b>Total accruals with non-consolidated entities:</b>	<b>€415,679.02</b>	

### Accruals for staff expenses

Accruals	Amount	Estimation method
Untaken leave	598,159.71	2,666 days of untaken annual leave of the staff for 2020, which will be used in 2021
<b>Total staff accruals</b>	<b>€598,159.71</b>	

## 2.9. ACCRUED CHARGES WITH CONSOLIDATED ENTITIES

This amount represents goods and services received in 2020 but not booked as suppliers payables on 31 December 2020. The accruals are based on the Service Level Agreements signed with Commission Directorates or other EU bodies.

Accruals	Amount	Estimation method
DG HR	81,966.17	Budget follow-up tool
PMO (Pay Master Office)	15,000.00	Budget follow-up tool
DG OIB	74,587.69	Budget follow-up tool
DG OP	2,141.33	Budget follow-up tool
Translation Centre	12,911.05	Budget follow-up tool
<b>Total accrued expenses</b>	<b>€186,606.24</b>	

## NET ASSETS

The net assets amount to €644,521.49 and comprise the total of the economic result of previous years for the amount of €713,782.52 and the economic result of the current year – a loss for the amount of €69,261.03.

The economic result of the year is different from the budgetary result due to the differences between the general and budgetary accounts. Additional information concerning the reconciliation between both accounts is provided in the reports on the budget implementation.

### 3. NOTES TO THE STATEMENT OF FINANCIAL PERFORMANCE

#### 3.1. NON-EXCHANGE REVENUE

The non-exchange revenue for the amount of €30,580,036.07 represents the European Union contribution (subsidy) received from the Commission. For the exact calculation of the budgetary outturn, please refer to point Budget result on page 30.

#### 3.2. EXCHANGE REVENUE

Item	2020	2019
Income from non-consolidated entities:		
Recovery of legal expenses on successful court cases	11,000.00	12,000.00
Recovery of expenses from previous years	1,282.44	5,643.83
Income from consolidated entities:		
Recovery of expenses from previous years	0	31,047.00
Gains from exchange rate differences	548.06	309.03
<b>Total</b>	<b>12,830.50</b>	<b>48,999.86</b>

The gains from exchange rate differences arose from payments to staff salaries in GBP, RON and DKK.

#### 3.3. OPERATING EXPENSES

##### 3.3.1. Staff expenditure

Staff expenditure comprises total gross salaries and allowances, social and pension contributions, and other welfare expenses (including the contribution to the school transport and the reimbursement of the staff public transportation costs). The item also includes the accrual for untaken holidays. The total expenditure for 2020 is €24,394,629.50.

All salary calculations giving the total staff expenses included in the Statement of financial performance of the Agency are externalised to the Office for administration and payment of individual entitlements (also known as the Paymaster's Office - PMO) which is a central office of the European Commission.

The PMO's mission is to manage the financial rights of permanent, temporary and contractual staff working at the Commission, to calculate and to pay their salaries and other financial entitlements. The PMO provides these services to other EU institutions and agencies as well. The PMO is also responsible for managing the health insurance fund of the Institutions, together with processing and paying the claims of reimbursement from staff members. The PMO also manages the pension fund and pays the pensions of retired staff members. PMO is audited by the European Court of Auditors.

The Agency is only responsible for the communication to the PMO of reliable information allowing the calculation of the staff costs. It is also responsible to check that this information has been correctly reflected in the monthly payroll report used for accounting payroll costs. The Agency is not responsible for the calculation of the payroll costs performed by PMO.

### 3.3.2. Fixed assets related expenses

The item is for €115,444.70 and comprises the depreciation, the amortisation and the loss from disposal of the long-term assets in possession of the Agency.

### 3.3.3. Building expenses

The two items for building expenses with consolidated and non-consolidated entities are for the total of €3,027,035.40. They comprise the expenses for the rent, maintenance, taxes, utilities, security and various other services for the upkeep of the building during the year.

Item	2020	2019
Rent of the office premises (with a non-consolidated entity)	1,885,952.34	1,873,342.46
Building expenses with non-consolidated entities	474,345.35	775,577.88
Building expenses with consolidated entities	666,737.71	661,104.04
<b>Total</b>	<b>3,027,035.40</b>	<b>3,310,024.38</b>

### 3.3.4. Other administrative expenses

Item	2020	2019
Office supplies and maintenance	397,492.18	346,416.89
Communication and publication expenses	97,231.43	120,696.16
Recruitment costs	7,203.01	17,846.04
Training costs	11,170.69	112,277.67
Missions of staff	42,535.70	286,525.17
Experts and related expenditure	5,475.16	4,735.32
Legal and insurance expenses	3,777.36	11,689.36
IT external developers ( <i>see paragraph below</i> )	384,878.81	339,635.07
Other external service providers ( <i>see table below</i> )	344,544.13	508,022.28
<b>Total</b>	<b>1,294,308.47</b>	<b>1,747,843.96</b>

### IT developments

INEA applies a threshold of €500,000 for IT developments by the Agency to consider them as intangible assets. IT developments with value above the threshold are recorded in the inventory as an intangible asset. Developments for lower value are booked as expenses for the period.

In 2020, INEA did not develop any new IT product.

In the period 2014-2017, the Agency developed the application TENtec - the project management software of the TEN-T and CEF programmes. The software is owned by DG MOVE and all development expenses were charged to the financial result for the period. In 2017, the software went into its operational phase with an ongoing maintenance, keeping it up-to-date and adding new features. No new modules have been planned for development.

Two Agency staff members and six external consultants worked on the application during 2020.

### Other external service providers

Item	2020	2019
Audits by external contractors	175,410.95	174,591.00
Interim staff	159,372.78	221,747.61



Staff-related services	(26,724.00)	41,724.00
Organisation of INEA events	23,685.26	63,918.84
Translation costs	10,768.05	2,143.00
Internal removal services	2,031.09	3,684.57
Other services	0	213,26
<b>Total</b>	<b>344,544.13</b>	<b>508,022.28</b>

### 3.3.5. Other administrative expenses with consolidated entities

The total of €1,821,500.02 comprises of:

Item	2020	2019
Staff-related services provided by PMO and DG HR	259,692.81	332,813.41
Staff trainings	120,211.00	125,123.50
Trainees	73,088.93	60,798.72
Furniture and other non-building services	71,259.17	62,513.23
Translations	41,536.50	14,119.50
Medical services for staff	65,084.70	59,722.00
IT related services	696,123.00	487,142.81
Childcare facilities	483,690.00	402,913.00
Communications expenses	10,813.91	10,397.30
<b>Total</b>	<b>1,821,500.02</b>	<b>1,555,543.47</b>

### 3.3.6. Provisions

The items consists of a provision for € 7,500.00 for legal costs (refer to p.2.6).

### 3.3.7. Losses from exchange rate differences

The losses from exchange rate differences for € 1,834.14 arose from payments to staff salaries in GBP and RON.

## 3.4. FINANCIAL REVENUE

Item	2020	2019
Financial income:		
Interest income on late payment	126.58	0
<b>Total</b>	<b>126.58</b>	<b>0</b>

## 4. NOTES TO THE CASH FLOW STATEMENT

Cash flow information is used to provide a basis for assessing the ability of the Agency to generate cash and cash equivalents, and its needs to utilise those cash flows.

The cash flow statement is prepared using the indirect method. This means that the economic result of the financial year is adjusted for the effects of transactions of a non-cash nature, any deferrals or accruals of past or future operating cash receipts or payments, and items of revenue or expense associated with investing cash flows.

Cash flows arising from transactions in a foreign currency are recorded in the EU's reporting currency (Euro), by applying to the foreign currency amount the exchange rate between the Euro and the foreign currency at the date of the cash flow.

The cash flow statement presented reports cash flows during the period classified by operating and investing activities - the Agency does not have financing activities.

#### 4.1. OPERATING ACTIVITIES

Operating activities are the activities arising from the usual business of the Agency. These are the majority of the activities performed and their associated cash flows.

#### 4.2. INVESTING ACTIVITIES

Investing activities are the acquisitions of intangible assets and property, plant and equipment and of other investments, which are not included in cash equivalents. The objective is to show the real investments made by the Agency.

### 5. CONTINGENT ASSETS / LIABILITIES

There are no contingent assets or liabilities to disclose for the year ended 31 December 2020.

### 6. COMMITMENTS FOR FUTURE FUNDING

Commitments for future funding	31/12/2020	31/12/2019
RAL - Commitments against appropriations not yet consumed	752,619.21	247,887.03
Operating lease	7,385,943.76	1,885,952.34
Contractual commitments (for which budget commitments have not yet been made)	18,539.90	24,184.40
<b>TOTAL</b>	<b>8,157,102.87</b>	<b>2,158,023.77</b>

Commitments for future funding are off balance sheet obligations arising from obligations contracted by the Agency in 2020 or earlier and concerning goods and services to be rendered after the closure date.

The RAL, commitments against appropriations not yet consumed, is estimated as the difference between the commitments carried over to 2021 (€1,461,095.92) and:

- 1) the accrued charges (staff expenses excluded), booked in 2020 (€602,285.26) and
- 2) the deferred charges at year-end (€106,191.45).

The operating lease represents the rent due for the office premises until the end of the contract on 31 December 2024.

The contractual commitments without budgetary commitments represent the amount resulting from long-term contracts for IT maintenance and insurance.

## 7. FINANCIAL INSTRUMENTS

Financial instruments comprise cash, current and long-term receivables and recoverable, current and long-term payables, and amounts due to and from consolidated entities. Financial instruments give rise to liquidity, credit, interest rate and foreign currency risks. Information about them, and how they are managed, is set out below.

The carrying amounts of financial instruments are as follows:

Item	2020	2019
<b>Financial assets</b>		
Long-term recoverables	125,000.00	310,767.80
Other receivables	117,497.57	180,124.81
Cash and deposits	1,861,338.82	1,303,684.28
<b>Total financial assets</b>	<b>2,103,836.39</b>	<b>1,794,576.89</b>
<b>Financial liabilities</b>		
Long-term liabilities	0	0
Current and sundry payables	0	(53,210.28)
Current payables with consolidated entities	(405,963.63)	(314,512.65)
<b>Total financial liabilities</b>	<b>(405,963.63)</b>	<b>(367,722.93)</b>
<b>Total net financial instruments</b>	<b>1,697,872.76</b>	<b>1,426,853.96</b>

### Liquidity risk

Liquidity risk is the risk that arises from the difficulty of selling an asset, such as the risk that a given security or asset cannot be traded quickly enough in the market to prevent a loss or meet an obligation. Liquidity risk arises from the ongoing financial obligations, including settlement of payables.

The Agency manages liquidity risk by continually monitoring forecast and actual cash flows with the help of the budgetary execution tables. Details of contractual maturities for assets and liabilities form an important source of information for the management of liquidity risk.

As at 31 Dec 2020	On demand	< 3 months	3 – 12 months	1 – 2 years	> 2 years	Total
<b>Assets</b>	<b>EUR</b>	<b>EUR</b>	<b>EUR</b>	<b>EUR</b>	<b>EUR</b>	<b>EUR</b>
Long-term recoverables					125,000	125,000
Other receivables		77,326	6,810	29,526	3,835	117,497
Cash and deposits	1,861,339					1,861,339
<b>Liabilities</b>						
Current and sundry payables						
Current payables cons. entities			(405,964)			(405,964)
<b>Cumulative liquidity gap</b>	<b>1,861,339</b>	<b>77,326</b>	<b>(399,154)</b>	<b>29,526</b>	<b>128,835</b>	<b>1,697,872</b>

Bank accounts opened in the name of the Agency may not be overdrawn.

Treasury and payment operations are highly automated and rely on modern information systems. Specific procedures are applied to guarantee system security and to ensure segregation of duties in line with the Financial Regulation, the internal control standards, and audit principles.

EU budget principles ensure that overall cash resources for a given year are always sufficient for the execution of all payments.

### Credit risk

Credit risk is the risk of loss due to a debtor's/borrower's to meet its contractual obligation in due time. The default events include a delay in repayments, restructuring of borrower repayments and bankruptcy. Mitigation measures put in place on receivables are regular monitoring, reminders, etc.

Treasury resources are kept with commercial banks. The EU contribution was requested three times a year based on cash forecasts.

Specific guidelines are applied for the selection of a commercial bank in order to further minimise counterparty risk to which the Agency is exposed:

- The commercial bank is selected by call for tenders. The minimum short-term credit rating required for admission to the tendering procedures is Moody's P-1 or equivalent (S&P A-1 or Fitch F1). A lower level may be accepted in specific and duly justified circumstances.
- The credit ratings of the commercial bank, in which the Agency has accounts, is reviewed on regular basis.

None of the INEA's financial assets is past due or impaired. The maximum exposure to credit risk is:

31 December	2020			2019		
	Receivables non-cons. entities	Receivables cons. entities	Bank accounts	Receivables non-cons. entities	Receivables cons. entities	Bank accounts
<b>Counterparties with external credit rating:</b>						
Prime and high grade						
Upper medium grade	125,000		1,861,339	310,768		1,303,684
Lower medium grade						
Non-investment grade						
<b>Counterparties without external credit rating:</b>						
Debtors who never defaulted	117,497			180,125		
Debtors who defaulted in the past						
	<b>242,497</b>		<b>1,861,339</b>	<b>490,893</b>		<b>1,303,684</b>

The Agency has a current account in ING Belgium. Its long-term credit rating was as follows:

Year	Moody's	Standard&Poors	Fitch	Overall
2020	Aa3	A+	AA-	High/upper medium grade
2019	Aa3	A+	A+	High/upper medium grade

### Interest rate risk

Interest rate risk is the possibility of a reduction in the value of a security, especially a bond, resulting from an increase in interest rates. In general, higher interest rates will lead to lower prices of fixed rate bonds, and vice versa.

Interest rate risk at the Agency arises from cash as the balance on the bank account. Mitigating measures have been implemented in order to avoid paying negative interest rates.

The Agency's treasury does not borrow any money; consequently, it is not exposed to interest rate risk.

### Foreign currency risk

Currency risk is the risk that the EU's operations or its investment values will be affected by changes in exchange rates. This risk arises from the change in price of one currency against another.

All financial assets and liabilities are in Euro, so in these cases the Agency has no foreign currency risk.

### Fair value

The estimated fair values of all financial instruments of the Agency are equal to their book values at 31 December 2020 and 31 December 2019. All financial assets and liabilities are receivable or repayable according to the contractual obligations within four years.

## 8. CHANGES IN ACCOUNTING POLICIES

There were no changes in accounting policies for the financial year 2020.

## 9. RELATED PARTY DISCLOSURES

The related parties of the Agency are the key management personnel. Transactions between the Agency and the key management personnel take place as part of the normal operations and as this is the case, no specific disclosure requirements are necessary for these transactions in accordance with the EU Accounting rules.

The remuneration equivalent to the grades of the key management personnel in the Agency's establishment plan can be found in Official Journal L 345/10 of 23 December 2008.

## 10. EVENTS AFTER THE BALANCE SHEET DATE AND DISCLOSURES

### COVID-19:

During the first half of 2020, the coronavirus outbreak has had huge impacts on the EU economy. Despite the challenges faced at the beginning of the pandemic, INEA managed to quickly adapt its processes and way of working and deliver. Based on the information available at the date of the transmission of these annual accounts, the financial effects of the coronavirus outbreak can be estimated as not having material financial effects on the Agency's activities.

### BREXIT:

On 1 February 2020, the United Kingdom ceased to be a Member State of the European Union. Following the conclusion of the Agreement on the withdrawal of the United Kingdom of Great Britain and Northern Ireland from the European Union and the European Atomic Energy Community (the 'Withdrawal Agreement') between the two parties, the United Kingdom committed to pay all its obligations under the current MFF and previous financial perspectives following from its membership of the Union. The United Kingdom has paid into the 2020 EU Budget during the year, and received payments, as if it were a Member State.

At the date of transmission of these accounts, and based on the Withdrawal Agreement concluded and already in operation, there is no financial impact to be reported in these accounts. For further information on the impact of the Withdrawal Agreement on the EU, please see the 2020 consolidated EU annual accounts.

## Reports on the implementation of the budget

### Budgetary structure and principles

The budgetary accounts are kept in accordance with the Financial Regulation. The budget is the instrument that, for each financial year, forecasts and authorises the revenue and expenditure considered necessary for the implementation of the Agency's activities.

Every year, the Agency estimates its annual revenue and expenditure and draws up a draft budget, which it proposes, to the Commission. The Commission then sends it to the budgetary authority. Based on this draft budget, the Council draws its position, which is then the subject of negotiations. The President of the Parliament declares that the joint draft has been finally adopted, thus making the budget enforceable. The task of executing the budget is the responsibility of the Agency.

The budget structure for the Agency consists of administrative appropriations and has only non-di appropriations, meaning that the commitment and the payment appropriations are of the same amount. Non-differentiated appropriations are used to finance operations of an annual nature (i.e. complying with the principle of annuality).

### Origin and composition of appropriations

The main source of appropriations is the Agency's budget for the current year. However, there are other types of appropriations resulting from the provisions of the Financial Regulation. They come from previous financial years or outside sources:

- Initial budget = appropriations voted in Year N-1.
- Final budget appropriations = initial budget appropriations + amending budget appropriations + transfers within chapters + additional appropriations.
- Additional (payment) appropriations = carried over from previous year.

### Budgetary principles

The budget of the Agency has been established in compliance with the budgetary principles as set out in the Financial Regulation of the Agency:

- **Unity and budget accuracy:** all expenditure and revenue must be incorporated in a single budget document, must be booked on a budget line and the expenditure must not exceed the authorised appropriation
- **Annuality:** the appropriation entered are authorised for a single year and must therefore be used during that year
- **Equilibrium:** the revenue and expenditure shown in the budget must be in balance (estimated revenue must equal payment appropriation)
- **Unit of account:** the budget is drawn up and implemented in euro (EUR) and the accounts are presented in euro
- **Universality:** this principle comprises two rules: the rule of non-assignment, meaning that budget revenue must not be earmarked for specific items of expenditure (total revenue must cover total expenditure); and the gross budget rule, meaning that revenue and expenditure are entered in full in the budget without any adjustment against each other
- **Specification:** each appropriation is assigned to a specific purpose and a specific objective

- **Sound financial management:** budget appropriation are used in accordance with the principle of sound financial management, namely in accordance with the principles of economy, efficiency and effectiveness
- **Transparency:** the budget is established and implemented and the accounts presented in compliance with the principle of transparency - the budget and amending budgets are published in the website of INEA

### Calculation of the budget result

The revenue entered in the accounts is the amount actually received during the course of the year. For the purposes of calculating the budget result for the year, expenditure comprises payments made against the year's appropriations plus any of the appropriations for that year that are carried over to the following year. Payments made against the year's appropriations means payments that are made by the accounting officer by 31 December of the financial year.

The following are added to or deducted from the resulting figure:

- The net balance of cancellations of payment appropriations carried over from previous years and any payments which, because of fluctuations in the Euro rate, exceed non-differentiated appropriations carried over from the previous year; and
- The balance of exchange-rate gains and losses recorded during the year.

Payment appropriations carried over include automatic carryovers only. The cancellation of unused payment appropriations carried over from the previous year shows the cancellations on appropriations also carried over automatically.

### Main facts on the implementation of the budget

	Amount	% implementation
Revenue	30,986,000.00	100% collected
Commitments	30,911,653.45	99.76% committed
Payments on 2020 commitments	29,450,558.03	95.27% paid
Payments on 2019 commitments	680,865.09	69.33% paid

The 2020 operating budget of the Agency, referred to as administrative budget, was adopted by the INEA Steering Committee on 13 December 2019 and it amounted to € 30,769,000. During the year, two amending budget were adopted by the Steering Committee. They increased the initial amount to a final budget of € 30,986,000.



## Budget result

BUDGET OUTTURN ACCOUNT	2020	2019
<b>REVENUE</b>		
Commission subsidy (for the operating budget -Titles 1,2 and 3 - of the Agency)	30,986,000.00	28,884,000.00
Other revenue	31,732.02	41,190.80
<b>TOTAL REVENUE (a)</b>	<b>31,017,732.02</b>	<b>28,925,190.80</b>
<b>EXPENDITURE</b>		
<i>Title I: Staff</i>		
Payments in 2020	25,358,776.23	23,600,953.57
Appropriations carried over to 2021	411,640.94	237,643.85
<i>Title II: Administrative Expenses</i>		
Payments in 2020	3,664,363.63	3,523,014.37
Appropriations carried over to 2021	646,316.16	385,808.35
<i>Title III: Operating Expenditure</i>		
Payments in 2020	427,418.17	717,215.68
Appropriations carried over to 2021	403,138.32	358,584.33
<b>TOTAL EXPENDITURE (b)</b>	<b>30,911,653.45</b>	<b>28,823,220.15</b>
<b>OUTTURN FOR THE FINANCIAL YEAR (a-b)</b>	<b>106,078.57</b>	<b>101,970.65</b>
Cancellation of unused payment appropriations carried over from previous year	301,171.44	213,830.76
Exchange differences for the year (gain +/-loss -)	(1,286.08)	(1,288.76)
<b>Result used for determining amounts in general accounting</b>	<b>405,963.93</b>	<b>314,512.65</b>
<b>Commission subsidy – the Agency registers accrued revenue and the Commission accrued expense</b>	<b>30,580,036.07</b>	<b>28,569,487.35</b>
<b>Pre-financing remaining open to be reimbursed by the Agency to the Commission in year 2021</b>	<b>405,963.93</b>	<b>314,512.65</b>

## Reconciliation of economic result with budget result

The financial result for the year presented on page 8 is calculated on the basis of accrual accounting principles. The budget outturn, however, is based on modified cash accounting rules, in accordance with the Financial Regulation. As both are the result of the same underlying transactions, it is a useful control to ensure that they are reconcilable. The table below shows this reconciliation, highlighting the key reconciling amounts, split between revenue and expenditure items.

EUR	
<b>ECONOMIC RESULT</b>	<b>(69,261)</b>
<b>Adjustment for accrual items (items not in the budgetary result but included in the economic result)</b>	
Adjustments for accrual cut off (reversal 31 December 2019 )	(972,210)
Adjustments for accrual cut off (cut off 31 December 2020)	1,200,445
Provisions	7,500
Depreciation of intangible and tangible fixed assets	115,434
Recovery orders open at year end and booked as revenue	(4,496)
Pre-financing given in previous year and cleared in the year	303,822
Payments made from carry-over of payment appropriations	680,865
Others	13
<b>Adjustment for budgetary items (item included in the budgetary result but not in the economic result)</b>	
Asset acquisitions (less unpaid amounts)	(14,000)
Charges paid in 2020 and deferred to the following years	(95,688)
New pre-financing received in the year 2020 and remaining open at 31 December 2020	405,964
Budgetary recovery orders issued before 2020 and cashed in 2020	7,500
Payment appropriations carried over to 2021	(1,461,095)
Cancellation of unused carried over payment appropriations from previous year	301,171
<b>Total</b>	<b>405,964</b>
<b>BUDGETARY RESULT</b>	<b>405,964</b>
Unexplained discrepancy	0

The actual budgetary revenue for a financial year corresponds to the revenue collected from entitlements established in the course of the year and amounts collected from entitlements established in previous years. Therefore, the entitlements established in the current year but not yet collected are to be deducted from the economic result for reconciliation purposes, as they do not form part of budgetary revenue. On the contrary, the entitlements established in previous years and collected in current year must be added to the economic result for reconciliation purposes.

The net accrued expenses mainly consist of accruals made for year-end cut-off purposes, i.e. eligible expenses for goods delivered and services received but not yet invoiced to the Agency. While accrued expenses are not considered as budgetary expenditure, payments made in the current year relating to invoices registered in prior years are part of current year's budgetary expenditure.

The net effect of pre-financing is the combination of (1) the new amounts paid in the current year and recognised as budgetary expenditure of the year and (2) the clearing of the pre-financing paid in current year or previous years through the acceptance of invoices. The latter represent an expense in accrual terms but not in the budgetary accounts since the payment of the initial pre-financing had already been considered as a budgetary expenditure at the time of its payment.

Besides the payments made against the year's appropriations, the appropriations for that year that are carried to the following year also need to be taken into account in calculating the budget result for the year. The same applies for the budgetary payments made in the current year from carry-overs and the cancellation of unused payment appropriations.

Other reconciling amounts are comprised of different elements such as asset depreciation, asset acquisitions, capital lease payments and financial transactions for which the budgetary and accrual accounting treatments differ.

The following tables give a detailed picture of the budget implementation during 2020. Detailed information and qualitative description of the financial situation and the events which had a significant influence on the activities during the year can be found in the Report on budgetary and financial management.

## Budget revenue

EUR '000

Item		Income appropriations		Entitlements established			Revenue				
		Initial budget	Final budget	Current year	Carried	Total	Current year	Carried	Total	%	Outstand.
		1	2	3	4	5=3+4	6	7	8=6+7	9=8/2	10
Title 2: INCOME BUDGET 2020											
Chapter 2 0: EU Budget Contribution to the Executive Agency											
2 0 0 0	EU Budget Contribution to the Executive Agency	30 769	30 986	30 986	0	30 986	30 986	0	30 986	100%	0
Total chapter 2 0		30 769	30 986	30 986	0	30 986	30 986	0	30 986	100%	0
Total Title 2		30 769	30 986	30 986	0	30 986	30 986	0	30 986	100%	0

<b>Title 9: INCOME BUDGET 2020</b>											
<b>Chapter 9 0: Miscellaneous revenue</b>											
9 0 0 0	Miscellaneous revenue	0	0	29	8	36	25	8	32	0%	4
<b>Total chapter 9 0</b>		<b>0</b>	<b>0</b>	<b>29</b>	<b>8</b>	<b>36</b>	<b>25</b>	<b>8</b>	<b>32</b>	<b>0%</b>	<b>4</b>
<b>Total Title 9</b>		<b>0</b>	<b>0</b>	<b>29</b>	<b>8</b>	<b>36</b>	<b>25</b>	<b>8</b>	<b>32</b>	<b>0%</b>	<b>4</b>

<b>TOTAL</b>	<b>30 769</b>	<b>30 986</b>	<b>31 015</b>	<b>8</b>	<b>31 022</b>	<b>31 010</b>	<b>8</b>	<b>31 018</b>	<b>100%</b>	<b>4</b>
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## Budget expenditure

### Breakdown & changes in commitment appropriations

EUR '000

Item			Budget appropriations				Additional appropriations			Total apprpr. available
			Initial adopted budget	Amending budgets	Transfers	Final budget adopted	Carry- overs	Assigned revenue	Total	
			1	2	3	4=1+2+3	5	6	7=5+6	
1 1	1 1 1 1	Temporary agents	9 390	145	(19)	9 516	0	0	0	9 516
	1 1 2 1	Contract agents	13 949	314	303	14 566	0	0	0	14 566
	1 1 3 1	Interim and trainees	301	15	(52)	264	0	0	0	264
	Total chapter 1 1		23 640	474	232	24 346	0	0	0	24 346
1 2	1 2 1 1	Medical services	129	8	(14)	123	0	0	0	123
	1 2 2 1	Training	274	8	(88)	194	0	0	0	194
	1 2 3 1	Administration of staff	412	8	(41)	379	0	0	0	379
	1 2 4 1	Recruitment	35	20	(34)	21	0	0	0	21
	1 2 5 1	Representation & internal meetings	10	0	(8)	3	0	0	0	3
	1 2 6 1	Other social expenditure	640	130	(47)	723	0	0	0	723
	Total chapter 1 2		1 500	174	(232)	1 442	0	0	0	1 442
	Total title 1		25 140	648	0	25 788	0	0	0	25 788
2 1	2 1 1 1	Rental of building	1 950	(59)	(6)	1 886	0	0	0	1 886
	2 1 2 1	Charges of the building	1 244	110	(172)	1 182	0	0	0	1 182
	Total chapter 2 1		3 194	51	(178)	3 068	0	0	0	3 068
2 2	2 2 1 1	Hardware and software	376	(17)	161	520	0	0	0	520
	2 2 2 1	ICT Services	595	20	(11)	604	0	0	0	604
	Total chapter 2 2		971	3	150	1 124	0	0	0	1 124
2 3	2 3 1 1	Furniture & technical installations handling & removal	56	(33)	62	85	0	0	0	85
	2 3 2 1	Office supplies archive subscription & correspondence	90	5	(13)	82	0	0	0	82
	2 3 3 1	Other expenditure related to work environment	30	0	(21)	9	0	0	0	9
	Total chapter 2 3		176	(28)	28	176	0	0	0	176
	Total title 2		4 341	26	0	4 367	0	0	0	4 367
3 1	3 1 1 1	Missions and related expenditure	340	(280)	0	60	0	0	0	60
	3 1 2 1	Audit	184	(7)	0	177	0	0	0	177
	3 1 3 1	Operational related IT expenditure	407	(33)	0	374	0	0	0	374
	3 1 4 1	Communication events & other Programme support expenditure	357	(138)	0	219	0	0	0	219
	Total chapter 3 1		1 288	(457)	0	831	0	0	0	831
	Total title 3		1 288	(457)	0	831	0	0	0	831
GRAND TOTAL			30 769	217	0	30 986	0	0	0	30 986

## Breakdown &amp; changes in payment appropriations

EUR '000

Item			Budget appropriations				Additional appropriations			Total appropri. available
			Initial budget adopted	Amending budgets	Transfers	Final adopted budget	Carry- overs	Assigned revenue	Total	
1 1	1 1 1 1	Temporary agents	9 390	145	(19)	9 516	0	0	0	9 516
	1 1 2 1	Contract agents	13 949	314	303	14 566	0	0	0	14 566
	1 1 3 1	Interim and trainees	301	15	(52)	264	55	0	55	319
	Total chapter 1 1		23 640	474	232	24 346	55	0	55	24 401
1 2	1 2 1 1	Medical services	129	8	(14)	123	50	0	50	173
	1 2 2 1	Training	274	8	(88)	194	47	0	47	241
	1 2 3 1	Administration of staff	412	8	(41)	379	39	0	39	418
	1 2 4 1	Recruitment	35	20	(34)	21	5	0	5	26
	1 2 5 1	Representation & internal meetings	10	0	(8)	3	0	0	0	3
	1 2 6 1	Other social expenditure	640	130	(47)	723	41	0	41	764
	Total chapter 1 2		1 500	174	(232)	1 442	183	0	183	1 625
	Total title 1		25 140	648	0	25 788	238	0	238	26 026
2 1	2 1 1 1	Rental of building	1 950	(59)	(6)	1 886	0	0	0	1 886
	2 1 2 1	Charges of the building	1 244	110	(172)	1 182	270	0	270	1 452
	Total chapter 2 1		3 194	51	(178)	3 068	270	0	270	3 338
2 2	2 2 1 1	Hardware and software	376	(17)	161	520	35	0	35	555
	2 2 2 1	ICT Services	595	20	(11)	604	40	0	40	644
	Total chapter 2 2		971	3	150	1 124	75	0	75	1 199
2 3	2 3 1 1	Furniture technical installations handling & removal	56	(33)	62	85	24	0	24	109
	2 3 2 1	Office supplies archive subscription & correspondence	90	5	(13)	82	16	0	16	98
	2 3 3 1	Other expenditure related to work environment	30	0	(21)	9	0	0	0	9
	Total chapter 2 3		176	(28)	28	176	40	0	40	216
	Total title 2		4 341	26	0	4 367	386	0	386	4 753
3 1	3 1 1 1	Missions and related expenditure	340	(280)	0	60	54	0	54	114
	3 1 2 1	Audit	184	(7)	0	177	58	0	58	235
	3 1 3 1	Operational related IT expenditure	407	(33)	0	374	169	0	169	543
	3 1 4 1	Communication events & other Programme support expenditure	357	(138)	0	219	77	0	77	297
	Total chapter 3 1		1 288	(457)	0	831	359	0	359	1 189
	Total title 3		1 288	(457)	0	831	359	0	359	1 189
GRAND TOTAL			30 769	217	0	30 986	982	0	982	31 968

## Implementation of commitment appropriations

EUR '000

Item			Total appropriations available	Commitments made					Appropriations carried over to 2021			Appropriations lapsing			
				from final adopt. budget	from carry-overs	from assigned revenue	Total	%	Assign. revenue	By decision	Total	from final adopt. budget	from carry-overs	from assigned revenue	Total
			1	2	3	4	5=2+3+4	6=5/1	7	8	9=7+8	10	11	12	13=10+11+12
1	1 1	Temporary agents	9 516	9 511	0	0	9 511	100 %	0	0	0	5	0	0	5
1	1 1	Contract agents	14 566	14 559	0	0	14 559	100 %	0	0	0	7	0	0	7
	1 1	Interim and trainees	264	264	0	0	264	100 %	0	0	0	0	0	0	0
	3 1														
		Total chapter 1 1	24 346	24 334	0	0	24 334	100 %	0	0	0	12	0	0	12
1	1 2	Medical services	123	123	0	0	123	100 %	0	0	0	0	0	0	0
2	1 2	Training	194	194	0	0	194	100 %	0	0	0	0	0	0	0
	2 1														
	3 1	Administration of staff	379	379	0	0	379	100 %	0	0	0	0	0	0	0
	1 2	Recruitment	21	21	0	0	21	100 %	0	0	0	0	0	0	0
	4 1														
	1 2	Representation & internal meetings	3	0	0	0	0	15 %	0	0	0	2	0	0	2
	5 1														
	1 2	Other social expenditure	723	720	0	0	720	100 %	0	0	0	3	0	0	3
	6 1														
		Total chapter 1 2	1 442	1 436	0	0	1 436	100 %	0	0	0	6	0	0	6
		<b>Total title 1</b>	<b>25 788</b>	<b>25 770</b>	<b>0</b>	<b>0</b>	<b>25 770</b>	<b>100 %</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>18</b>	<b>0</b>	<b>0</b>	<b>18</b>
2	2 1	Rental of building	1 886	1 886	0	0	1 886	100 %	0	0	0	0	0	0	0
1	2 1	Charges of the building	1 182	1 182	0	0	1 182	100 %	0	0	0	0	0	0	0
	2 1														
		Total chapter 2 1	3 068	3 068	0	0	3 068	100 %	0	0	0	0	0	0	0
2	2 2	Hardware and software	520	480	0	0	480	92 %	0	0	0	40	0	0	40
2	2 2	ICT Services	604	594	0	0	594	98 %	0	0	0	10	0	0	10
	2 1														
		Total chapter 2 2	1 124	1 073	0	0	1 073	96 %	0	0	0	50	0	0	50
2	2 3	Furniture technical installations handling & removal	85	83	0	0	83	98 %	0	0	0	2	0	0	2
3	2 3	Office supplies archive subscription & correspondence	82	79	0	0	79	96 %	0	0	0	3	0	0	3
	2 1														
	2 3	Other expenditure related to work environment	9	8	0	0	8	87 %	0	0	0	1	0	0	1
	3 1														
		Total chapter 2 3	176	169	0	0	169	97 %	0	0	0	6	0	0	6
		<b>Total title 2</b>	<b>4 367</b>	<b>4 311</b>	<b>0</b>	<b>0</b>	<b>4 311</b>	<b>99 %</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>57</b>	<b>0</b>	<b>0</b>	<b>57</b>
3	3 1	Missions and related expenditure	60	60	0	0	60	100 %	0	0	0	0	0	0	0
1	3 1	Audit	177	177	0	0	177	100 %	0	0	0	0	0	0	0
	2 1														
	3 1	Operational related IT expenditure	374	374	0	0	374	100 %	0	0	0	0	0	0	0
	3 1														

3 1 4 1	Communication events & other Programme support expenditure	219	219	0	0	219	100 %	0	0	0	0	0	0	0
Total chapter 3 1		831	831	0	0	831	100 %	0	0	0	0	0	0	0
Total title 3		831	831	0	0	831	100 %	0	0	0	0	0	0	0

TOTAL	30 986	30 912	0	0	30 912	100 %	0	0	0	74	0	0	74
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## Implementation of payment appropriations

EUR '000

Item		Payments made						Appropriations carried over to 2021				Appropriations lapsing			
		Total approp. availab.	from final adopt. budget	from carry-overs	from assign. reve. n.	Total	%	Automatic carry-overs	By decis.	Assigned rev.	Total	from final adopt. budget	from carry-overs	from assign. reve. n.	Total
		1	2	3	4	5=2+3+4	6 = 5/1	7	8	9	10=7+8+9	11	12	13	14=11+12+13
1 1 1 1	Temporary agents	9 516	9 511	0	0	9 511	100 %	0	0	0	0	5	0	0	5
1 1 2 1	Contract agents	14 566	14 559	0	0	14 559	100 %	0	0	0	0	7	0	0	7
1 1 3 1	Interim and trainees	319	194	37	0	231	72 %	70	0	0	70	0	18	0	18
Total chapter 1 1		24 401	24 264	37	0	24 301	100 %	70	0	0	70	12	18	0	30
1 2 1 1	Medical services	173	58	0	0	58	34 %	65	0	0	65	0	50	0	50
1 2 2 1	Training	241	123	11	0	133	55 %	71	0	0	71	0	36	0	36
1 2 3 1	Administratio n of staff	418	322	12	0	334	80 %	57	0	0	57	0	27	0	27
1 2 4 1	Recruitment	26	14	0	0	14	54 %	7	0	0	7	0	5	0	5
1 2 5 1	Representatio n & internal meetings	3	0	0	0	0	15 %	0	0	0	0	2	0	0	2
1 2 6 1	Other social expenditure	764	579	32	0	611	80 %	141	0	0	141	3	9	0	12
Total chapter 1 2		1 625	1 095	56	0	1 151	71 %	341	0	0	341	6	127	0	132
Total title 1		26 026	25 359	93	0	25 452	98 %	412	0	0	412	18	144	0	162
2 1 1 1	Rental of building	1 886	1 886	0	0	1 886	100 %	0	0	0	0	0	0	0	0
2 1 2 1	Charges of the building	1 452	861	215	0	1 076	74 %	321	0	0	321	0	55	0	55
Total chapter 2 1		3 338	2 747	215	0	2 962	89 %	321	0	0	321	0	55	0	55
2 2 1 1	Hardware and software	555	237	34	0	270	49 %	243	0	0	243	40	2	0	42
2 2 2 1	ICT Services	644	594	0	0	594	92 %	0	0	0	0	10	40	0	50
Total chapter 2 2		1 199	831	34	0	864	72 %	243	0	0	243	50	41	0	92
2 3 1 1	Furniture technical installations handling & removal	109	18	22	0	40	36 %	65	0	0	65	2	2	0	4



2 3 2 1	Office supplies archive subscription & corresponden	98	61	15	0	76	78 %	17	0	0	17	3	2	0	4
2 3 3 1	Other expenditure related to work environment	9	8	0	0	8	87 %	0	0	0	0	1	0	0	1
Total chapter 2 3		216	87	37	0	123	57 %	83	0	0	83	6	4	0	10
<b>Total title 2</b>		<b>4 753</b>	<b>3 664</b>	<b>285</b>	<b>0</b>	<b>3 950</b>	<b>83 %</b>	<b>646</b>	<b>0</b>	<b>0</b>	<b>646</b>	<b>57</b>	<b>101</b>	<b>0</b>	<b>157</b>
3 1 1 1	Missions and related expenditure	114	49	37	0	86	75 %	11	0	0	11	0	17	0	17
3 1 2 1	Audit	235	37	50	0	87	37 %	139	0	0	139	0	8	0	8
3 1 3 1	Operational related IT expenditure	543	217	152	0	370	68 %	157	0	0	157	0	16	0	16
3 1 4 1	Communicati on events & other Programme support expenditure	297	124	63	0	187	63 %	96	0	0	96	0	14	0	14
Total chapter 3 1		1 189	427	303	0	730	61 %	403	0	0	403	0	56	0	56
<b>Total title 3</b>		<b>1 189</b>	<b>427</b>	<b>303</b>	<b>0</b>	<b>730</b>	<b>61 %</b>	<b>403</b>	<b>0</b>	<b>0</b>	<b>403</b>	<b>0</b>	<b>56</b>	<b>0</b>	<b>56</b>
<b>GRAND TOTAL</b>		<b>31 968</b>	<b>29 451</b>	<b>681</b>	<b>0</b>	<b>30 131</b>	<b>94 %</b>	<b>1 461</b>	<b>0</b>	<b>0</b>	<b>1 461</b>	<b>74</b>	<b>301</b>	<b>0</b>	<b>376</b>

## Commitments outstanding

EUR '000

Item		Commitments outstanding at the end of previous year				Commitments of the year				Total commitm. out-standing at year-end
		Comm. carried forward from prev. year	Decom mit. Revalu ation Cancell at.	Payme nts	Total	Commitm. made during the year	Payment	Cancellati on of comm. which cannot be carried forward	Commit. out-standing at year-end	
		1	2	3	4=1+2-3	5	6	7	8=5-6-7	9=4+8
1 1 1 1	Temporary agents	0	0	0	0	9 511	9 511	0	0	0
1 1 2 1	Contract agents	0	0	0	0	14 559	14 559	0	0	0
1 1 3 1	Interim and trainees	55	(18)	37	0	264	194	0	70	70
Total chapter 1 1		55	(18)	37	0	24 334	24 264	0	70	70
1 2 1 1	Medical services	50	(50)	0	0	123	58	0	65	65
1 2 2 1	Training	47	(36)	11	0	194	123	0	71	71
1 2 3 1	Administration of staff	39	(27)	12	0	379	322	0	57	57
1 2 4 1	Recruitment	5	(5)	0	0	21	14	0	7	7
1 2 5 1	Representation & internal meetings	0	0	0	0	0	0	0	0	0
1 2 6 1	Other social expenditure	41	(9)	32	0	720	579	0	141	141
Total chapter 1 2		183	(127)	56	0	1 436	1 095	0	341	341
<b>Total Title 1</b>		<b>238</b>	<b>(144)</b>	<b>93</b>	<b>0</b>	<b>25 770</b>	<b>25 359</b>	<b>0</b>	<b>412</b>	<b>412</b>
2 1 1 1	Rental of building	0	0	0	0	1 886	1 886	0	0	0
2 1 2 1	Charges of the building	270	(55)	215	0	1 182	861	0	321	321
Total chapter 2 1		270	(55)	215	0	3 068	2 747	0	321	321
2 2 1 1	Hardware and software	35	(1)	34	0	480	237	0	243	243
2 2 2 1	ICT Services	40	(40)	0	0	594	594	0	0	0

Total chapter 2 2		75	(41)	34	0	1 073	831	0	243	243
2 3 1 1	Furniture technical installations handling & removal	24	(2)	22	0	83	18	0	65	65
2 3 2 1	Office supplies archive subscription & corresp.	16	(1)	15	0	79	61	0	17	17
2 3 3 1	Other expenditure related to work environment	0	0	0	0	8	8	0	0	0
Total chapter 2 3		40	(3)	37	0	169	87	0	83	83
<b>Total Title 2</b>		<b>386</b>	<b>(101)</b>	<b>285</b>	<b>0</b>	<b>4 311</b>	<b>3 664</b>	<b>0</b>	<b>646</b>	<b>646</b>
3 1 1 1	Missions and related expenditure	54	(17)	37	0	60	49	0	11	11
3 1 2 1	Audit	58	(8)	50	0	177	37	0	139	139
3 1 3 1	Operational related IT expenditure	169	(16)	152	0	374	217	0	157	157
3 1 4 1	Communication events & other Programme support expenditure	77	(14)	63	0	219	124	0	96	96
Total chapter 3 1		359	(56)	303	0	831	427	0	403	403
<b>Total Title 3</b>		<b>359</b>	<b>(56)</b>	<b>303</b>	<b>0</b>	<b>831</b>	<b>427</b>	<b>0</b>	<b>403</b>	<b>403</b>
<b>GRAND TOTAL</b>		<b>982</b>	<b>(301)</b>	<b>681</b>	<b>0</b>	<b>30 912</b>	<b>29 451</b>	<b>0</b>	<b>1 461</b>	<b>1 461</b>

### List of outstanding commitments carried over from 2020 to 2021

FDI	Commitment User Reference	Original fund Source	Open Amount: RAL (type C8 in 2021)
31-12-2021	MISSIONS 2020	C1	10,786.76
31-12-2021	PUBLIC TRANSPORT 2020	C1	3,775.26
31-12-2021	INTERIM STAFF 2020	C1	70,372.96
31-12-2021	SLA HR MEDICAL SERVICE 2020	C1	64,509.30
31-12-2021	TRAINING 2020	C1	71,409.83
31-12-2021	SLA PMO 2020	C1	49,982.04
31-12-2021	SLA HR STAFF ADMINISTRATION 2020	C1	6,960.00
31-12-2021	RECRUITMENT 2020	C1	7,152.45
31-12-2021	CENTRE DE LA PETITE ENFANCE & SCHOOL BUSES 2020	C1	21,389.10
31-12-2021	SLA OIB 2020	C1	151,960.00
31-12-2021	SLA HR/DS SECURITY 2020	C1	67,217.58
31-12-2021	BUILDING CHARGES, TAXES AND INSURANCES 2020	C1	136,164.15
31-12-2021	LEASING AND MAINTENANCE OF COPIERS 2020	C1	4,800.06
31-12-2021	OFFICE SUPPLIES 2020	C1	1,197.69
31-12-2021	LEGAL CHARGES 2020	C1	23.00
31-12-2021	PUBLICATIONS 2020	C1	3,000.00
31-12-2021	COMMUNICATION 2020	C1	38,000.00
31-12-2021	TRANSLATIONS 2020	C1	20,105.50
31-12-2021	SPECIFIC CONTRACT N°9027-FOR A DATABASE DEVELOPER UNDER FWC DI/7701-TECHNOLOGY EXPERT	C1	45,917.85
31-12-2021	SPECIFIC CONTRACT N°9026 FOR TWO APPLICATION ARCHITECTS LEVEL 4 UNDER FWC DI/07704	C1	111,337.63
31-12-2021	SPECIFIC CONTRACT N°9164 UNDER FWC DI/7701- UX UI SPECIALIST - LEVEL 4	C1	34,666.58

31-12-2021	SPECIFIC CONTRACT N° TEA.977 CEF GRANTS AUDITS 2020	C1	132,849.00
31-12-2021	INSIGHT FWC DI/07722, OF N°4010- RENEWAL OF QUO VADIS LICENSES (29.06.20_28.06.21)	C1	1,138.62
31-12-2021	DROMEAS SPECIFIC CONTRACT 01/2020, OIB.DR.2/PO/2014/055/622/CO/L1A FOR THE PURCHASE OF OFFICE FURNITURE	C1	50,360.63
31-12-2021	BECHTLE FWC DI/07630, OF N°2678 - PURCHASE OF LAPTOPS ANDS ADAPTERS	C1	76,565.00
31-12-2021	CLOSURE OF AUDIT CEF-ICT-07-19 ESLOVENSKO BRATISLAVA	C1	6,475.00
31-12-2021	CONTRACT N° 478 IMPLEMENTING FRAMEWORK CONTRACT N° DI/07624 (SLG.AVT.DI07624) - TENTEC SECURITY PLAN	C1	69,741.37
31-12-2021	CANON OF 0438, FWC DI 7560, PURCHASE OF COLOUR PRINTERS AND B&W PRINTERS	C1	19,870.00
31-12-2021	BECHTLE OF 2817-FWC DI-07630 MEMORY UPGRADE	C1	2,623.80
31-12-2021	BECHTLE FWC DI/07753, OF N°1049 AND 1050 - PURCHASE OF 4 STORAGE DEVICES DELL EMC	C1	29,707.24
31-12-2021	CANCOM FWC DI/07651, OF N°0609- PURCHASE OF IPHONES	C1	6,218.38
31-12-2021	CANCOM FWC DI/07610, OF N°1221- 1261, PURCHASE OF SERVERS UPS	C1	27,339.20
31-12-2021	BECHTLE OF N°1012290-PURCHASE OF RENEWAL OF ETLA ADOBE LICENSE- FWC DI/07720	C1	4,709.44
31-12-2021	REIMBURSEMENT OF HOME OFFICE CHAIRS AND SCREENS 2020	C1	112,770.00
		<b>C8 in 2021</b>	<b>1,461,095.42</b>

### Payment appropriations carried over from 2019 to 2020

FDI	Commitment User Reference	Open Amount: RAL (type C1 in 2019)	Payments (type C8 in 2020)
31-12-2020	MISSIONS 2019	54,071.17	36,686.78
31-12-2020	COSTS FOR DRINKS AND FOODS AND MEETINGS CONFERENCES 2019	1,602.81	1,217.45
31-12-2020	INFO DAYS 2019	818.37	0.00
31-12-2020	BUILDING CHARGES, TAXES AND INSURANCES 2019	140,817.43	113,194.76
31-12-2020	SLA OIB 2019	112,364.92	109,241.71
31-12-2020	OFFICE SUPPLIES 2019	2,362.74	862.74
31-12-2020	MEDICAL SERVICES	50,096.00	0.00
31-12-2020	RECRUITMENT	5,315.40	476.10
31-12-2020	CPE 2019	35,064.00	30,558.69
31-12-2020	PUBLICATIONS 2019	13,600.00	9,986.44
31-12-2020	COMMUNICATION 2019	8,319.85	6,252.37
31-12-2020	TRANSLATION 2019	5,880.50	2,143.00
31-12-2020	SLA HR DS SECURITY 2019	52,888.99	25,116.27
31-12-2020	SLA DIGIT 2019	39,857.19	0.00
31-12-2020	LEASING AND MAINTENANCE OF COPIERS 2019	3,285.40	1,662.15

31-12-2020	INTERIM STAFF 2019	54,828.20	37,288.11
31-12-2020	TRAINING 2019	47,009.75	10,782.37
31-12-2020	SLA HR ADMINISTRATION OF STAFF 2019	12,395.00	0.00
31-12-2020	SLA PMO 2019	26,749.57	12,226.93
31-12-2020	PUBLIC TRANSPORT 2019	1,994.67	227.45
31-12-2020	SOCIAL EXPENSES 2019	450.00	450.00
31-12-2020	SPECIFIC CONTRACT N°3065-FOR A DATABASE DEVELOPER UNDER FWC DI/7701-TECHNOLOGY EXPERT	53,416.86	47,693.63
31-12-2020	SPECIFIC CONTRACT N°2704 FOR TWO APPLICATION ARCHITECTS LEVEL 4 UNDER FWC DI/07704	115,360.14	104,690.81
31-12-2020	SPECIFIC CONTRACT N°3545 FOR A UX/UI SPECIALIST (LEVEL3) UNDER FWC DI/07700	47,217.13	43,889.06
31-12-2020	SC N° TEA.904 MARCO POLO GRANT AUDIT 2019	16,210.00	15,800.45
31-12-2020	MOZER BELUX MOVES 2019	3,169.52	1,473.10
31-12-2020	SPECIFIC CONVENTION SCIC/INEA/CS/2019/01 WEB STREAMING MAINTENANCE SERVICES FROM SCIC	7,000.00	7,000.00
31-12-2020	SC N° TEA.909 CEF GRANTS AUDITS 2019	42,087.50	34,141.30
31-12-2020	INTERSTUHL STAFF OFFICE CHAIRS 2019	2,919.28	2,919.28
31-12-2020	BECHTLE FWC DI/07650, OF N°1988- PURCHASE OF DOCKING STATIONS, POWER ADAPTERS AND OTHER ACCESSORIES	4,451.97	4,451.97
31-12-2020	BECHTLE FWC DI/07630, OF N°1989- PURCHASE OF LAPTOPS AND POWER ADAPTERS	11,765.56	11,765.56
31-12-2020	CANCOM FWC DI/07651, OF N°0320- PURCHASE OF IPHONES & CASES	2,382.16	2,382.16
31-12-2020	CANCOM FWC DI/07610, OF N°0943- PURCHASE OF LTO-7 BACKUP TAPES	2,752.37	2,752.37
31-12-2020	ORDER FORM N°1007919 UNDER FWC DI/7720 RENEWAL EMC NETWORKER ELA ( 2020)	3,532.08	3,532.08
<b>01/01/20</b>	<b>PAYMENT APPROPRIATIONS CARRIED OVER TO 2020</b>	<b>982,036.53</b>	<b>680,865.09</b>
<b>31/12/20</b>	<b>UNUSED PAYMENT APPROPRIATIONS TO BE REIMBURSED TO THE COMMISSION</b>		<b>301,171.44</b>

## Human resources overview on 31 December 2020

At the end of the reporting period, INEA had 313 staff (including one staff member on unpaid leave) out of the 332 foreseen for 2020. The staff members represented 25 EU nationalities. At the end of the reporting period, the vacancy and turnover rates were below 6 % and 7% respectively.

The Agency also had up to 18 external staff members, including interim staff, trainees and consultants.

Number of staff 2020	planned	actual	%
Seconded officials	23	22	96%
Temporary agents	55	55	100%
Contract agents	254 <sup>7</sup>	236	93%
<b>Total</b>	<b>332</b>	<b>313</b>	<b>94%</b>

Activity	planned	actual	%
Director and directly attached staff	9	7	78%
Department C - CEF project management	132	129	98%
Department H - H2020 projects management	65	60	92%
Department R - Programme support and resources	126	117	93%
<b>Total</b>	<b>332</b>	<b>313</b>	<b>94%</b>

<sup>7</sup> Including 5 EFTA posts, which are not in the establishment plan

## Establishment plan of 2020

ESTABLISHMENT PLAN OF 2020 <sup>8</sup>

Category and Grade	Number of posts	Actually filled on 31/12/2020
AD15		1
AD14	7	5
AD13	9	5
AD12	5	4
AD11	5	3
AD10	5	8
AD9	9	8
AD8	12	10
AD7	10	8
AD6	2	10
AD5	3	4
<b>TOTAL of AD</b>	<b>67</b>	<b>66</b>
AST7	1	
AST6	2	1
AST5	3	2
AST4	3	5
AST3	2	3
<b>TOTAL of AST</b>	<b>11</b>	<b>11</b>
<b>TOTAL of staff into the establishment plan</b>	<b>78</b>	<b>77</b>

<sup>8</sup> The establishment plan accepts the following *ad personam* appointment: 1 AD 14 official may become AD 15.

**PERSONS NOT INCLUDED INTO THE ESTABLISHMENT PLAN**

**CONTRACT AGENTS**

Category and Grade	Number of persons	Actually filled on 31/12/2020
GF IV	144	125
GF III	72	77
GF II	33	29
GF I		
<b>TOTAL of contract agents</b>	<b>249</b>	<b>231</b>

**PERSONS FINANCED BY EFTA CONTRIBUTIONS**

**CONTRACT AGENTS**

Category and Grade	Number of persons	Actually filled on 31/12/2020
GF IV	1	1
GF III	4	4
<b>TOTAL of contract agents</b>	<b>5</b>	<b>5</b>

## Contracts in force in 2020

In 2020, the Agency managed more than a hundred contracts that provided the goods and services necessary to carry out its tasks. A list of all 2020 contracts with a value of more than €15,000 can be found on the Agency website: <https://ec.europa.eu/inea/en/mission-objectives/key-documents#Other>.

The Agency also concluded Service Level Agreements (SLA) and Memoranda of Understanding (MoU) with various European Commission Directorates, offices and agencies for the delivery of specific goods and services, as shown in the table below.

SLA Subject	Commission Directorate/service	Amount
Training, medical service, security, IDOC	DG HR	on request /committed €973,000/
Definition of the administrative and financial terms governing the implementation and usage of the ABAC <sup>9</sup> system	DG BUDG	€58,000
Translation services	Translation Centre for the bodies of EU	on request /committed €50,000/
Computer network, mailbox, licence SMT, hosting of the ABAC system, tokens	DG DIGIT	€482,000
HAN (Hermes-Ares-NomCom)	DG SG	€54,000
Trainings of staff	European Administrative School	on request / committed €15,700/
Services related to the building maintenance, logistics, archiving, childcare facilities	Office for Infrastructure and Logistics – Brussels	on request / committed €960,000/
Publications	Publications Office	on request / committed €2,100/
Remunerations, insurance, social contributions	Pay Master Office	€219,000
Delivery, installation and maintenance of video conference equipment	DG SCIC	€7,000
Placement of trainees	DG EAC	on request / committed €73,300/

<sup>9</sup> Accrual Based Accounting, the financial system of the European Commission