

Annual Report 2013



Committed to ensuring that Europe's food is safe

Annual Report of the European Food Safety Authority for **2013**

**Document describing the activities of the
Authority in 2013**



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I. Mission and vision

Mission

EFSA provides transparent and independent scientific advice to underpin the policies and decisions of risk managers in the European Commission, European Parliament and Member States. It also provides effective and timely communication on all risks associated with the food and feed chain to a wide audience, including the public and all interested parties, and promotes coherence in risk communication in cooperation with the Commission and Member States. The Authority is committed to the core values of scientific excellence, independence, openness, transparency and responsiveness.

Vision statement

EFSA is recognised as providing Europe with the best scientific advice that enables timely decision making to protect consumers from food-related risks and support healthy dietary choices as well as improve animal health and welfare and plant health.



II. Abbreviations

ABB – Activity-based budgeting

AD Staff – Administrator grade

AF – Advisory Forum

AFWGC – Advisory Forum Working Group on Communications

AFSCO – EFSA Advisory Forum and Scientific Cooperation Unit

AGRC – Advisory Group on Risk Communication

AHAW – EFSA Scientific Panel on Animal Health and Welfare

AMR – Antimicrobial resistance

ANS – EFSA Scientific Panel on Food Additives and Nutrient Sources Added to Food

APDESK – EFSA Applications Desk Unit

AST staff – Assistant grade

BIOHAZ – EFSA Scientific Panel on Biological Hazards

BIOMO – EFSA Biological Monitoring Unit

CEF – EFSA Scientific Panel on Contact Materials, Enzymes, Flavours and Processing Aids

CONTAM – EFSA Scientific Panel on Contaminants in the Food Chain

DCM – EFSA Dietary and Chemical Monitoring Unit

DG SANCO – Directorate General for Health and Consumers

DG AGRI – Directorate General for Health and Consumers

DoI – Declaration of Interest

ECDC – European Centre for Disease Prevention and Control

ECHA – European Chemical Agency

EEA – European Economic Area

EMA – European Medicines Agency

EMRISK – EFSA Emerging Risks Unit

END – Seconded National Expert

ENP – European Neighbourhood Policy

ENVI – The European Parliament Committee for Environment, Public Health and Food Safety

FAO – Food and Agriculture Organization of the United Nations

FDA – Food and Drug Administration

FEEDAP – EFSA Scientific Panel on Feed Additives

FIP – EFSA Food Ingredients & Packaging Unit

FSCJ – Food Safety Commission of Japan

GMO – EFSA Scientific Panel on Genetically Modified Organisms

IAC – Internal Audit Capability

IAS – Internal Audit Service of the European Commission

ICS – Internal Control Standards

MRL – Maximum Residue Level

NUTRI – EFSA Nutrition Unit

OECD – Organisation for Economic Co-operation and Development

OIE – World Organisation for Animal Health

PLH – EFSA Scientific Panel on Plant Health

PRAS – EFSA Pesticides Unit

SAS – EFSA Scientific Assistance & Support Unit

SCOM – EFSA Scientific Committee Unit

TSE – Transmissible spongiform encephalopathy

VTEC – Verotoxigenic *Escherichia coli*

WHO – World Health Organization



III. Foreword

I am delighted to introduce EFSA's Annual Report for 2013, a year which again saw the delivery of a considerable scientific work programme and steady progress on several related fronts. The year was characterised by significant changes within the Authority's Management Team, not least the departure of Catherine Geslain-Lanéelle as Executive Director. Her resignation in September marked seven years of continuous organisational growth and development and the Board would like to express its gratitude to Catherine for her dedication and tireless work on behalf of the organisation during that period. The Board would also like to thank Bernhard Url for quickly and effectively taking on the role of Acting Executive Director.

The relevance of EFSA's work for European consumers is evident from the diversity of activities described in this report. The Authority was again very prolific in 2013: more than 600 scientific outputs were issued covering the entire scope of the food chain which enabled evidence-based decisions to be taken to protect our citizens. EFSA's collaboration with Member States is central to its ability to deliver and the Authority is continuing to build a coherent risk assessment community that will benefit from the synergies that closer integration can deliver.

In 2013, EFSA continued to seek ways to engage stakeholders in its work and open its scientific work to greater scrutiny; in particular the decision to enable observer participation in scientific meetings is a significant step which EFSA is looking to build on. I had the pleasure of opening the stakeholder conference on transparency in risk assessment in October and the intensity of the debate clearly illustrated that EFSA has made a lot of progress and wants to go further. The EU's Digital Agenda is explicit

on the benefits that open access to scientific data brings to innovation and public trust and it is reassuring therefore that EFSA's Data Warehouse project is being built with accessibility in mind.

With the challenges of communicating its work to the EU's 500 million citizens, EFSA again demonstrated its added value in 2013: the *Understanding Science* video series in particular has been very effective in explaining complex scientific concepts to lay audiences. Furthermore, the risk communication guidelines prepared in collaboration with Member States in 2012 are facilitating more coherent information on food safety across the EU's diverse population.

The Board continued to monitor and guide EFSA's progress throughout 2013 and welcomed in particular the first consolidated programming document which integrates its strategic plans and, taking into account the recommendations adopted by its Management Board in late 2012, presents a coherent multiannual perspective. I would like to pay tribute to the dedication and hard work of all those who made possible the delivery of EFSA's work programme: contributing experts, institutional partners, Member States, stakeholders and the Authority's dedicated staff alike.



Sue Davies,
Chair EFSA Management Board



IV. Introduction

In December 2012, EFSA presented an ambitious work programme for 2013 to its Management Board which was guided by the second external evaluation of the organisation which had just been completed. The Board digested the outcomes of that evaluation and formulated a series of recommendations for the Authority centred on ensuring the sustainability of EFSA; increasing trust in the Authority through independence, transparency and openness; enhancing risk assessment capacity by cooperation with Member States, other EU agencies and international bodies; and enhancing the clarity and accessibility of EFSA communications. These principles were the guiding lights for EFSA's efforts in 2013 and continue to signpost its priorities in 2014 and beyond.

This Annual Report demonstrates that EFSA has largely delivered the work programme it predicted: in particular a copious volume of scientific advice (607 outputs excluding internal reports) has been produced to support the decisions of Europe's risk managers. This reflects well both on the commitment of those who contribute to EFSA's science but also on the improved performance and efficiency in 2013. Alongside the planned scientific outputs, EFSA continued to deliver urgent advice on important public health risks including hepatitis A, Salmonella Mikawasima, phenylbutazone in horsemeat and *Xylella fastidiosa* in olive trees. With the prospect of continuing resource restriction, EFSA continues to improve its efficiency and financial performance: this is reflected throughout this report not least in the continuing high budget execution rate close to 99% and improved payment rates. Moreover, a project management approach has successfully been introduced and the central role of planning and performance management has been established. The streamlining of working processes, the reorganisation of the Risk Assessment & Scientific Assistance Department, and the completion of the first phase of the quality management systems are all making a valuable contribution to the performance of the organisation. Alongside these advances, EFSA's Applications Helpdesk has strengthened interactions with applicants and stakeholders and is working towards establishing an electronic application management system.

Access to expertise is critical to the organisation's success, today and tomorrow. This is recognised in the human capital initiatives taken in 2013 with the launch of the Talent Management project; this initiative fundamentally changes EFSA's approach to human resources, moving from a more traditional service provision approach to one that proactively identifies and manages expertise

and competences among staff and experts. As the activity overviews highlight, some aspects of the 2013 work programme have not been delivered in as timely a fashion as we had hoped for. In particular, while EFSA exceeded its predicted target of scientific outputs in 2013, timeliness of adoption lagged behind expectation in some cases and was slightly down from 2012. This is discussed in more detail in the following pages including measures to improve this particular aspect of organisational performance.

EFSA launched a major initiative aimed at promoting access to data and transparency in risk assessment. The initiative was supported by the Stakeholder Consultative Platform's Discussion Group on Process Transparency and Information Access which met twice during 2013. In October, EFSA hosted a one-day stakeholder meeting in Parma to debate transparency in risk assessment and the outputs of that meeting are helping to shape the Authority's future activities in this area.

Finally, we have restructured this Annual Report to facilitate assessments of organisational performance, shorten texts, present the key facts and figures more concisely, and highlight more clearly where we have taken the recommendations of third parties into consideration. It aligns with the EU agencies' approach to a comprehensive single reporting instrument and we trust it will help all parties to understand the role of EFSA as the EU's risk assessment body for food and feed safety and related areas and its contribution to consumer protection.



Bernhard Url,
Acting Executive Director EFSA



Catherine Geslain-Lanéelle,
Executive Director EFSA 2006-2013

V. Scientific advice on generic food safety issues

EFSA's scientific advice is central to the protection of public health in Europe and its assessments of biological and chemical risks in the food chain provide risk managers with a robust evidence base for measures taken to protect consumers.

EFSA continued to adopt a multidisciplinary approach to emerging food safety issues in 2013; a good example is the work on multiple stressors and bees. EFSA's pesticide experts assessed the risk to bees from certain insecticides and formulated specific guidance for the risk assessment of pesticides and bees. From the animal health side, an assessment was carried out on the risk of introduction to the EU of the small hive beetle and the *Tropilaelaps* mite, which are known to attack bees. In relation to evidence gathering, EFSA organised a scientific colloquium on the risk assessment of multiple stressors in bees, which attracted scientific experts from all over Europe.

Further progress was made in 2013 on the harmonisation of terminology and frameworks for the assessment of risks to humans from chemical mixtures. A scientific report reviewed frameworks currently in use in different parts of the world; and a scientific opinion was published proposing a new approach for the cumulative risk assessment of pesticides. The multidisciplinary, collaborative approach was applied systematically across EFSA's Risk Assessment & Scientific Assistance department, which brings together public health and animal and plant health along the lines of the "One Health" model. A key piece of work completed in 2013 was the provision of the scientific basis for the modernisation of meat inspection in the EU. A total of four scientific opinions – on solipeds, sheep and goats, small ruminants, and farmed game species – were delivered jointly by experts in biological hazards, animal health and welfare and contaminants. Another groundbreaking piece of work was carried out in the area of animal welfare, with the publication of the first of a series of scientific reports on monitoring procedures at slaughterhouses.

EFSA plays an important role in protecting European citizens from food-borne disease outbreaks and in times of food-related crisis. In 2013 the Authority worked with the European Commission's Directorate General for Health and Consumers (DG SANCO), the European Centre for Disease Prevention and Control (ECDC) and Member States to help identify the origin of an outbreak of hepatitis A virus infection in humans in Italy, Ireland, and the Netherlands. It also looked at the risk of Rift Valley Fever entering the EU from countries in North Africa and the Middle East that border the Mediterranean Sea. EFSA also issued urgent advice on the increase in *Salmonella* Mikawasima observed in several EU countries since September 2013 and worked closely with the European Medicines Agency (EMA) during the horsemeat crisis to assess whether there was a risk to human health from the presence of the veterinary drug phenylbutazone in the contaminated meat. In addition, EFSA's plant health specialists issued an emergency statement on the spread of

Xylella fastidiosa, a bacterium that has infected olive trees in southern Italy prior to a full risk assessment that will be published in 2014.

The Authority also followed up on previous outbreaks: a scheme was proposed to categorise strains of verotoxigenic *Escherichia coli* (VTEC) according to their potential to cause disease; an analysis of available epidemiological data was carried out on the occurrence of the Schmallenberg virus; and, following the bean sprout-associated outbreak of Shiga-toxin producing *Escherichia coli* in 2011, a scientific assessment was published on the public health risks posed by pathogens that may contaminate food of non-animal origin. In addition, advice was published on the possible risks posed by a strain of influenza A (H3N2v) to animal and human health.

On top of these, EFSA continued to support risk managers at the European Commission by working with sister agencies such as ECDC to produce annual reports on the occurrence of zoonotic diseases, food-borne outbreaks and antimicrobial resistance (AMR) in the EU. For the first time the Authority published an analysis of an EU-wide baseline survey on *Listeria monocytogenes*, providing valuable insights into the presence of this bacterium in certain ready-to-eat foods such as fish, cold meats and soft cheeses. As well as examining trends in AMR, EFSA is also at the forefront of scientific thinking in this area: in a self-task the Authority published a scientific opinion on resistance to the broad-spectrum antimicrobial carbapenem among food-producing animals.

Another self-task resulted in the evaluation by EFSA's biological hazards experts of the effectiveness of molecular typing methods for detecting and identifying *Salmonella*, *Escherichia coli*, *Listeria* and *Campylobacter* strains that can cause food-borne outbreaks. Molecular typing methods are laboratory techniques, such as whole genome sequencing, that enable the classification and comparison of strains of disease-causing bacteria. As well as these major public health issues, EFSA's scientists published many scientific outputs related to contaminants in food and feed, biological hazards and animal and plant health. In particular, the Authority's plant health specialists assessed the potential for establishment of the apple snail in the EU, prior to a carrying out a full environmental risk assessment of this invasive alien species in 2014.

EFSA's nutrition experts started to deliver their programme of opinions on dietary reference values for micronutrients (such as vitamin C and fluoride), which support the setting of dietary guidelines. In addition, they delivered an opinion on the nutrient requirements of infants and young children in the EU as the precursor to advice on the composition of infant formula. In relation to scientific support, there was a noticeable rise in 2013 in requests – internal and external – for exposure assessments, systematic reviews, and data extraction and evidence appraisal. Alongside these requests, scientific assessment staff also supported EFSA's review of EU meat inspection procedures by

modelling the potential impact of the changes on surveillance of bovine tuberculosis at national level.

As part of its mandate to carry out a full assessment of the potential risks to human health of acrylamide in food, EFSA's experts identified hundreds of relevant scientific studies during the course of 2013. A call was launched to food business operators and other stakeholders for analytical data on occurrence levels in foods and beverages. The Authority has consulted consumer organisations, non-governmental organisations and the food industry through its Stakeholder Consultative Platform and will also consider related international developments on this topic. EFSA will publicly consult on a comprehensive draft opinion in 2014 with a view to finalising this work by mid-2015.

The Scientific Committee prepared a priority list of cross-cutting guidance documents to be developed over the coming years. It also

reported on the applicability of existing OECD guidelines to long term feeding trials and on the criteria for identifying and assessing endocrine disruptors.

While 62 of the predicted 66 scientific outputs were delivered for this activity overall (Annex 1), the numbers of scientific opinions were lower than expected for a number of reasons including the grouping of four plant health opinions related to nepoviruses into one and the non-receipt of some mandates on biological hazards.

A full listing of EFSA scientific publications in 2013 by Scientific Panel and Unit is available at <http://www.efsa.europa.eu/en/panels.htm>, selecting the relevant panel/unit.

Table 1: Resource summary Activity 1*

Staff number	Staff costs	Infrastructure costs	Operational Budget	Total Budget 2013	Budget Execution 2013
81	6,510	1,197	5,343	13,445	13,050

*Budget in m €

VI. Evaluation of regulated products & claims

The first full risk assessment of the sweetener aspartame carried out by EFSA was published in late 2013, concluding that it and its breakdown products are safe for human consumption at current levels of exposure. The comprehensive review followed two public calls for data which made available a large body of scientific information, comprising both published and previously unpublished data and studies. EFSA received over 200 comments during the public consultation on the draft opinion, all of which were considered. During the consultative phase EFSA also held a hearing with interested parties to discuss its draft opinion and the feedback received from the online public consultation.

The Authority also carried out a public consultation on the first part of its draft opinion on the potential health risks of bisphenol A, a material that is used as an additive in plastic packaging. The consultation focused on human exposure to the chemical, with a second consultation on the assessment of human health risks to follow in 2014. The opinion is EFSA's first evaluation of the health risks for all population groups – including foetuses, infants, young children and adults – resulting from exposure to BPA from both dietary and non-dietary sources.

A number of risks posed to bees by three neonicotinoid insecticides were identified by EFSA's pesticide experts, work that was considered by the European Commission in reaching its decision to restrict their use in the EU. The conclusions were in response to a request from the European Commission to assess the risks associated with the use of clothianidin, imidacloprid and thiamethoxam as seed treatment or as granules, particularly the risks to bees. A subsequent risk assessment of fipronil, another insecticide, also identified a risk to bees. The Commission banned the use of fipronil on corn and sunflowers within the EU from the end of 2013.

Work continued in the other regulated areas (feed and food additives, packaging, GMOs, health claims). Particular efforts were spent on the re-evaluation of feed additives currently on the market, with most being deemed safe and efficacious under existing authorisation conditions. In addition, guidance was issued to assist applicants whose products are due to be renewed from 2015. The number of dossiers supporting applications for food enzymes – GM and non-GM – increased significantly in 2013, a new work stream that resulted from new legislation being adopted by EU risk managers.

The Applications Helpdesk – EFSA's front office and support desk for the safety assessment of regulated products, substances and processes, and the substantiation of claims – reached full functionality in 2013, taking complete responsibility for the reception, validation and completeness checks of dossiers submitted by applicants. The transfer of the last of these administrative tasks from the scientific units completed an initiative that began in 2011. Six information sessions were organised on the application procedures for food enzymes, GMOs, pesticides, nutrition and health claims, and more than 400 applications were dealt with. A feasibility study was carried out into the possibility of moving to a fully electronic applications system. In order to improve efficiency, the Authority reviewed the use of the stop-the-clock mechanism. In this context, new guidance was developed setting out indicative timelines to be followed if EFSA requests additional information to complete its evaluation. The guidance will ensure that applications are assessed on a case-by-case basis in the most time-efficient way.

While 267 scientific outputs were delivered in 2013 against a target of 240 for regulated products, delays were experienced particularly in the area of pesticide MRL (Maximum Residue Levels) conclusions. This was due to a number of factors including delays in Rapporteur Member States, difficulties in identifying suitable contractors, changes in risk manager priorities, and poor alignment of the ambitious targets laid down in Regulation 396/2005 with EFSA resources. The overall timeliness of EFSA's scientific outputs is predicated mainly on the regulated products area where legal deadlines apply. Overall timeliness for EFSA scientific outputs in 2013 (75% vs. 81% in 2012) was heavily impacted in particular by the delays in the MRL conclusions which are very numerous (18% proportion of total outputs) and are generally non-sensitive. If MRL work is excluded, EFSA's timeliness would be 87% in 2013.

A full listing of EFSA scientific publications in 2013 by Scientific Panel and Unit is available at <http://www.efsa.europa.eu/en/panels.htm>, selecting the relevant panel/unit.

Table 2: Resource summary Activity 2*

Staff number	Staff costs	Infrastructure costs	Operational Budget	Total Budget 2013	Budget Execution 2013
137	10,052	1,830	6,343	18,363	18,226

*Budget in m €

VII. Data collection, scientific cooperation & networking

One of EFSA's major strategic objectives is to help build an integrated EU risk assessment community, collaborating more closely with other organisations and agencies on common issues surrounding food safety. In addition to its traditional cooperation with food safety bodies throughout Europe, EFSA is increasingly engaging on international cooperation. In particular, it collaborated closely with sister EU agencies (ECHA, EMA, ECDC) on exposure assessment and joint evaluations and international organisations (e.g. FAO, WHO and OIE) and with non-EU counterparts (e.g. FDA, FSCJ) on exchanging information and experiences.

EFSA is striving to become the community's data hub, and in 2013 made significant steps towards achieving this. The aim of the realignment of the Risk Assessment and Scientific Assistance department was to put data, or "evidence", centre stage in the risk assessment process whilst achieving new efficiencies through the pooling and sharing of tools and resources.

EFSA has an ongoing role in collecting and analysing data on food consumption and chemical occurrence throughout Europe. The annual summary reports on zoonoses and food-borne outbreaks, and antimicrobial resistance were published in 2013, as well as the annual report on exposure to pesticide residues in food. 2013 also saw the publication of the first part of an EU-wide survey on the presence of *Listeria monocytogenes* in ready-to-eat food. The Authority geared up for the future by implementing a new electronic submission system for data on zoonoses, zoonotic agents, antimicrobial resistance and food-borne outbreaks in the EU. In addition, a pilot study developed, tested and evaluated tools and procedures for the collection of individual food consumption and related data for the "EU Menu" pan-European dietary survey. This work was the precursor to the updating in 2014 of EFSA's Guidance on the EU Menu and the launch of calls for tenders.

In order to further strengthen the input into the emerging risks identification process, during 2013 the emerging risks and scientific committee units were merged. The emerging risks identification process continues to be supported by a standing working group of the Scientific Committee, a Member States network and a stakeholder group. 2013 saw an increasing number of follow-up activities being generated and coming to fruition with a proposal for an approach for identifying emerging chemical risks and external reports detailing a Europe-wide consumption study on energy drinks and reviewing of the potential use of "omics" data for risk assessment. The work in the area of promoting an holistic approach to bee health continued with the organisation of

an EFSA colloquium. Preparatory work for developing a cross-cutting approach for the risk assessment of chemical mixtures continued through a review of existing international frameworks in this area, as well as three outsourced projects collating available data. The subject of non-monotonic dose response is being reviewed in detail, as is work in the area of biomonitoring as a way of estimating exposure to both known and emerging chemical risks. As part of EFSA's contribution to capacity building for risk assessment, as well as anticipating future risk assessment needs, priority areas for research across all of EFSA's subject areas were identified and communicated to the European Commission (DGs SANCO, AGRI and RTD). The Scientific Committee and Emerging Risks Unit continues to support the Rapid Alert System for Food and Feed (RASFF) of the Commission, and the second part of a 4 year training plan on urgent responses was organised, with representatives from the Member States and Commission participating in a workshop.

Since inception, EFSA has worked with national food safety agencies and other scientific organisations in Member States to build an integrated and effective European food safety system. The basis for this scientific cooperation is the Advisory Forum, which reached a notable landmark in 2013 with its 50th meeting (for further information on the Forum's work see section IX b). In 2013, EFSA launched a major initiative aimed at promoting access to data and transparency in risk assessment. The Stakeholder Consultative Platform's Discussion Group on Process Transparency and Information Access held two meetings, and in October EFSA hosted a one-day stakeholder meeting in Parma to debate the issue.

Croatia became the 28th Member State of the EU in 2013, having participated in EFSA's Pre-Accession Programme since 2006. The programme enabled Croatian experts to participate in meetings of EFSA bodies and scientific networks. Food safety experts from Croatia and EU Candidate Countries also participated in EFSA pre-accession seminars and training sessions on subjects including risk communication; data collection and analysis; microbiological risk assessment; health claims; and emerging risks.

EFSA began a review of its Scientific Cooperation Strategy, with the focus on sharing work plans and data, and developing risk assessment capacity. It also consulted Member States as part of its review of the effectiveness of the Focal Point network and carried out a survey to identify ways of improving the Expert Database. An external review was initiated on the impact of EFSA's grant and procurement projects in order to garner recommendations for future outsourcing of scientific work.

No significant variations in delivery of the work programme for this activity were experienced in 2013 (Annex 1). A full breakdown of EFSA scientific publications in 2013 is available per Scientific Panel and Unit at <http://www.efsa.europa.eu/en/panels.htm>, selecting the appropriate panel/unit.

Table 3: Resource summary Activity 3*

Staff number	Staff costs	Infrastructure costs	Operational Budget (incl. grants & procurements)	Execution Grants / Procurement 2013	Total Budget 2013	Budget Execution 2013
126	10,216	1,901	15,118	10,040	27,611	27,234

*Budget in m €

Table 4: Key performance indicators for EFSA scientific activities

Objective	Indicator	Target 2013	Achieved 2013
Timeliness of scientific advice	Proportion of scientific outputs adopted within deadline	95%	75%
	Proportion of scientific outputs finalised and published in the <i>EFSA Journal</i> within 15 working days of adoption*	95%	91%
Independence of experts	Proportion of experts with approved annual DoI before invitation to first meeting of new working group	100%	100%
	Proportion of experts with approved specific DoI prior to meeting	100%	99.8%
Quality of scientific outputs	Number of errata**	0	3

*Excludes outputs released in batches or with additional communications activities (e.g. press releases, web news items).

**Errors of a scientific nature that require amendment of the output.

VIII. Risk communication & dialogue

In the course of 2013, EFSA's Communications Department undertook an important review of its ongoing strategy in order to formulate a multi-annual communications plan for 2014-2016 based on best practices and lessons learned. The review process sought input from EFSA's expert staff in the field of risk communications as well as scientific colleagues. Additional feedback was also sought from Member States, key networks as well as stakeholders. The multiannual communications plan formed part of the future organisational plan adopted by EFSA's Management Board in 2013.

Communication of EFSA's work on chemicals in food featured strongly in 2013 (Endocrine active substances; Aspartame; Phenylbutazone in horsemeat; and Bisphenol A). EFSA also furthered its work on promoting awareness of food-borne diseases. 2013 was a significant year for the Authority in terms of the organisation's contribution to the welfare of bees; given the sensitive nature of this work, it was accompanied by risk communications.

From a media perspective, EFSA's media relations team was busy in early 2013 during the horsemeat contamination crisis in the EU food chain. The Authority used this opportunity to clarify its limited role in this issue and more generally its position in the EU food safety system. In further support of this explanation, the Authority's corporate brochure *'Science protecting consumers from field to fork'* was published in the languages of all Member States, EEA and pre-accession countries. EFSA's social media efforts came to fruition with over 100,000 views of its Understanding Science videos on YouTube, in excess of 4,000 followers on Twitter, and the launch of a new range of animations to explain the risk assessment process. The decision to manage the EFSA Journal from the Communications Department, coupled with other evolutions, such

as the popularity of the infographics, led to a significant investigation into how end-users view the Authority's outputs. 2013 also saw the launch of an important Call for Tender that will lead to the Authority's website being revamped in Autumn 2015.

Outreach remained a cornerstone for the Communications Department in 2013, new Terms of Reference for the Advisory Forum's Communications Working Group (AFCWG) were ratified and joint meetings with the Advisory Forum and Focal Points proved beneficial to all parties. The implementation of the AFCWG's multiannual training programme saw members and Focal Points benefit from discussions on stakeholder relations. In terms of local stakeholder outreach, EFSA's "Open Doors" took place in May just prior to the celebrations for Schumann Day. This initiative attracted over 500 local participants who had the opportunity to discover more about the Authority's work and ask questions to scientific and communications experts.

In terms of showcasing the Authority's work in the area of risk communications, EFSA was pleased to support the United Nations Food and Agriculture Organization (FAO) with the development of communicators' guidelines. Expert communicators continued to share best practices with visiting international delegations and the Authority jointly organised a conference with the EU-funded project FoodRisC (www.foodrisc.org) that presented the final outcomes of a 3.5-year research programme. EFSA had previously identified internal communications as a priority and in the course of 2013, this important mandate was boosted with the appointment of a senior officer who developed an internal communication plan and assisted with the co-ordination of communications across the organisation.

Table 5: Resource summary Activity 4*

Staff number	Staff costs	Infrastructure costs	Operational Budget	Total Budget 2013	Budget Execution 2013
40	3,052	0.563	1,635	5,501	5,251

*Budget in m €

Table 6: Performance Indicators Risk Communication & Dialogue

Objective	Performance Indicator	Target 2013	Achieved 2013
Effective delivery of communication outputs	Understanding Science video series, other multimedia products	21	18
Timeliness	Proportion of press releases/web news items accompanying scientific outputs delivered within 20 working days of adoption	70%	78%
Visibility/outreach	Web visits	5.3 m	4.7 m
	Bibliographic databases indexing the EFSA Journal	6	6
	Newsletter subscriptions	30,000	31,912
Transparency	Number of public consultations	60	56*
Effectiveness of communication	Message penetration and tracking:		
	1. One key message taken up by media	90	90
	2. Two key messages taken up by media	60	67
	Based on the following outputs		
	Number of press releases and web stories	80	78

* Including pesticide peer reviews with Member States which are invariably subject to public consultation.

IX. Governance and support

(a) Management Board

EFSA's Management Board continued to provide strategic guidance to the organisation and ensure the compliance of its activities with the regulatory framework. It supported the Executive Director and acting Executive Director in implementing the work programme and closely monitored the indicators of progress and performance. The Board endorsed the approach EFSA proposed to address its recommendations following the external evaluation of the organisation. It also called on the Authority to follow up the recommendations of the European Parliament and the Court of Auditors arising from the 2010 Budget discharge procedure. The Board provided strategic input for the elaboration of EFSA's *Single Programming Document* in December, a comprehensive strategic plan that integrates the Authority's *Multiannual Plan 2014-16*, *Annual Management Plan 2014* and *Multiannual Staff Policy Plan 2014-16*. The Board also adopted its revised Rules of Procedure, delegating to the Executive Director all aspects related to their payments and reimbursements and introducing meeting attendance via tele- and video-conference. Through the participation of its Chair, the Board exchanged views with other EFSA bodies, in particular the Scientific Committee and the Advisory Forum. Board members actively engaged in dialogue with, among others, stakeholders and NGOs on key issues such as transparency and independence. In October, the Board welcomed a new member, who filled a vacancy that arose with the resignation of a former member in 2012.

(b) Advisory Forum

The Advisory Forum met four times in 2013 and provided strategic input into EFSA's work programme. The members were consulted on proposals for research projects which were prioritised by EFSA and submitted to DG Research and DG AGRI for consideration under the Commission's Horizon 2020 framework project. The discussion group on future needs in research for risk assessment presented a number of areas which would benefit from additional research and support. A second discussion group considered how to further develop scientific cooperation between Member States in the coming year as part of a review being carried out by EFSA in how to build further collaboration in the area of risk assessment as part of the developing EU risk assessment agenda. In 2014, topics will include harmonisation of risk assessment methodology, new methodologies in toxicology and how best to utilise information from food safety alerts and crises in the risk assessment process.

(c) Support activities

EFSA's Executive Office continued to coordinate the organisation's key management and governance functions with particular progress being made in relation to planning and monitoring and institutional relations. In relation to the latter, information on key organisational developments was regularly provided to the European Parliament both in writing and through the participation of EFSA staff in the relevant Parliamentary Committees. Furthermore, EFSA continued its series of regular dialogues

with DG SANCO to ensure careful planning of the work programme. In relation to strategic planning, the project and resource management initiative has been brought to fruition with the identification of EFSA's key processes and projects and associated resource allocations. This brings a range of benefits to the organisation including the ability to better match resource and delivery, plan resource allocation and identify bottlenecks and priorities in the work programme. The Balanced Scorecard launched in 2012 provided monthly performance statistics to EFSA's Management Team and was reviewed towards the end of the year to ensure it meets Management requirements. A quarterly progress report was presented to the Management Board along with the key performance indicators. EFSA finalised the ISO 9001 compatible quality management system for its scientific activities and started to roll out the programme to all parts of the organisation with a target completion date of 2016. In addition, the first steps were taken in establishing a feedback mechanism on EFSA's scientific outputs with the European Commission.

Concerning legal activities, the main achievements in 2013 included the elaboration of a new policy on access to documents and steering the first version of the Executive Director decision on good administrative practices in regulated products. Awareness was raised throughout the organisation on ethics and integrity and staff obligations in relation to transparency. Guidance was also provided to staff on their outside activities and publications. Also noteworthy in 2013 was the judgement (Court Case T-214/11) on the protection of the personal data of experts engaged in EFSA scientific activities.

Information technology (IT) continues to be a key investment area for the organisation and the adoption of EFSA's first IT Operational Roadmap in mid-2013 represented an important landmark. It presents a unifying vision for the Authority's IT architecture and a mapping of IT priorities to business priorities and integrates IT governance with corporate governance. Other key achievements in 2013 included a benchmarking exercise with similar public organisations, the provision of an information security policy and staff training, and the elaboration of an IT Service Catalogue. EFSA continued to centralise logistical support to expert meetings and evolve the logistical service management from an in-house to an outsourced approach.

(d) Management of resources

Finance & Procurement

The close and regular monitoring of budget utilisation enabled EFSA to identify deviations from established targets and implement corrective actions. A total of €78.05 m (98.8%) was committed in 2013 and payments made during the year reached 90.8%, the balance being paid in early 2014. Detailed figures and analysis are presented in Annex II.

EFSA finalised centralisation of the financial administration of scientific meetings, representing a budget of €8.5 m, and the payments related to scientific meetings (7,000 payments per annum). A paperless

invoicing workflow enabling faster and electronically-based invoice registration was also introduced. This constitutes the first step of a full procurement-to-payment electronic processing which is being gradually implemented.

Procurement and grant activities increased in 2013 with 691 (554 in 2012) contracts finalised in the communication and resources & support areas for an amount of €42.4 m (€40.1 m in 2012) of which €23.9 m (€13.6 m in 2012) was committed in 2013. The scientific cooperation programme finalised 190 (147 in 2012) procurement contracts and 14 (12 in 2012) grant agreements for an amount of €15.9 m (€15.2 m in 2012) out of which €10.8 m (€9.4 m in 2012) was committed. For the second year in succession, execution of the budget for the scientific cooperation programme exceeded the annual target with a commitment level of 103% and a payment level of 110% of the initial 2013 budget.

Further progress was made in developing project and resource management tools. The activity-based budgeting (ABB) application for budget allocation and monitoring was modified to integrate the project and process dimensions for all activities and is now fully integrated in EFSA's planning and objective setting process. The new Procurement and Grants management tool is fully operational for all procurement procedures since June 2012. The Meeting Organisation System was further developed to integrate the functionalities enabling centralisation and increased automation of payments related to meetings.

The control environment evolved towards a risk-based approach. In parallel, a comprehensive registration of deviations from critical steps

in processes and procedures was implemented to provide a better reference for corrective actions and management supervision. The annual review of the effectiveness of the Internal Control Standards is described under section XI. There were no observations in the Court of Auditors report on EFSA's annual accounts for 2012 and, in the Court's opinion, the transactions underlying the annual accounts are in all material respects legal and regular.

Staff

A Roadmap was launched in 2013 to transform EFSA's approach to human capital management. In essence, the organisation is moving from an administratively focused approach of providing traditional personnel services to a set of policies and tools better aligned with the Authority's strategic objectives. In particular, EFSA recognises that its two workforces – staff and external experts – need to be integrated in a comprehensive talent management system that will enable the organisation to attract, retain and develop its Human Capital. EFSA has reviewed its knowledge management practices and further analysed roles and responsibilities within the organisation. In addition, EFSA's career development model was reviewed with the aim of enhancing internal mobility, increasing career opportunities and simplifying the performance dialogue process. This has resulted in 35 internal moves that enhance career development for staff while improving organisational efficiency. The occupancy rate for statutory staff stood at 94% at the end of 2013, slightly below the running average for the year of 95%. Cumulative staff turnover rate for the year was 7%, unchanged from previous years. The average time to hire (from publication to job offer) was 6 months.

Table 7: Performance indicators governance & support

Objective	Indicator	Target 2013	Achieved 2013
Effective use of governance & support financial resources	Proportion of original budget committed/paid at year end	100% / 90%	100% / 89%
Effective use of EFSA financial resources	<i>Execution of overall EFSA budget:</i>		
	Commitments	100%	98.8%
	Payment credits requested from DG SANCO	100%	100%
	Carry forward of payments to following year	14%	11%
Enhanced skill profile of staff	Ratio of knowledge workers /support workers	0.66	0.63
Efficient use of IT resources	Projects delivered within budget and deadline	95%	93%

X. Audit outcomes and other recommendations

(a) Audit

EFSA's Audit Committee monitored and followed-up on all ongoing audits including the implementation of outstanding recommendations. They endorsed the annual internal audit reports and discussed EFSA's IT Strategy. All information conveyed to the Internal Audit Service (IAS) of the European Commission, Court of Auditors and the European Parliament during the course of 2013 was provided within the legal deadlines. EFSA's Internal Audit Capability (IAC) conducted a review of an expert contribution to adopted scientific outputs in the framework of a breach of trust procedure that was initiated in 2012. The IAS established an audit strategy with regard to EFSA for the period 2014-2016 based on the results of a risk assessment exercise carried out in February 2013. The IAS also performed a follow-up audit on the past recommendations in EFSA, where they assessed that all recommendations addressed by EFSA have been adequately implemented; EFSA is still implementing some of the Performance Evaluation and Career Development related observations.

(b) Discharge authority and other recommendations

In April 2013, in the context of the budgetary discharge procedure relating to the implementation of EFSA's budget for the financial year 2011, the European Parliament adopted a decision granting the Executive Director discharge and approving the closure of the Authority's accounts for that year. These decisions were accompanied by a series of observations, a large part of which addressed EFSA's policy on independence and related issues on transparency and openness. These observations invited EFSA to inform the discharge authority of progress in the implementation of the policy by October 2013 which was duly provided. The information provided by EFSA describes a report on how it has considered and addressed the observations on a wide range of issues including the operation of the Declaration of Interest system, management of breaches of trust, compliance checking, training on ethics and integrity for all contributors to EFSA's work, specific provisions for staff entering or leaving the organisation, and initiatives taken in relation to openness and transparency. At the end of the year, EFSA began to work with the Budget Authority in relation to the 2012 budget discharge procedure.



XI. Internal Control Environment

(a) Organisational risk management

The following critical risks were identified in 2012 as potentially endangering the delivery of EFSA's major objectives, causing serious damage to its partners, or seriously impacting on its image and reputation:

1. EFSA is unable to attract the required expertise (staff knowledge workers or Scientific Panel/working group members)
2. Inadequate partnership with national and international organisations engaged in risk assessment
3. Overambitious deadlines and workloads triggered by external pressure and/or inadequate planning
 - Resource allocation based on historical reasons
 - Mismatch between limited resources and expected deliverables
 - Insufficient openness and transparency in the risk assessment process
4. IT investment, governance and strategy misaligned with organisational priorities
5. Inconsistent and inaccurate external perception of the role of EFSA

In 2013, several actions were taken to address these critical risks and a Risk Management policy was adopted. In particular, a Talent Management project was launched to address risks to the attractiveness of the organisation, project management became a reality and will help to address issues associated with resource allocation and prioritisation, and an IT strategy was adopted and implemented to facilitate closer integration of IT governance with organisational priorities. A study was commissioned to support EFSA in evaluating and reassessing scientific cooperation and partnership with national and international organisations. The openness and transparency of the risk assessment process was further enhanced with the opening to observers of scientific plenary meetings.

The regular update and management of the critical risks EFSA faces remains an important priority; in 2014, a High Level Risk Assessment workshop will be held in order to update the Risk Register, track the evolution of risks, identify critical new risks, and establish efficient and effective action plans to address these critical risks.

(b) Compliance & effectiveness of Internal Control Standards

The annual review of ICS conducted during 2013 provided the organisation with reasonable assurance of their effectiveness. The review and contribution of each actor involved was significantly facilitated by the Central Register of Recommendations and Actions which was put in place by the Internal Control Coordinator in 2013, in effective coordination with Quality Manager and Internal Audit Capability. The review shows that several actions were finalised in order to improve ICS efficiency and in particular in relation to the ICS identified in EFSA's 2012 Annual Activity Report as those to be focused on. The 2013 review nonetheless recommends that improvements to two standards are still necessary. The responsible actors are fully aware of that and actions are on their way:

1. ICS 4 – Staff appraisal and career development (Full implementation of the new implementing rules on appraisals, promotion and reclassification will be implemented at EFSA for the 2014 performance appraisal);
2. ICS 11 - Document management (The substitution of the current IT tool by the new Document Management System is in progress and testing, training, implementation and user satisfaction rating is foreseen for 2014).

The other three standards that were highlighted for attention in the 2012 Annual Activity Report, i.e. ICS 2 – Ethical and organisational values, ICS 3 – Staff allocation and mobility and ICS 5 – Objectives and performance indicators, have reached a satisfactory level of effectiveness through the actions taken during the year.

XII. Implementation of EFSA's independence policy and implementing rules

EFSA's current Policy on Independence and Scientific Decision-Making Processes was adopted by its Management Board in December 2011, followed closely by its implementing rules in March 2012. As a result of a European Parliament request emanating from the Budget 2010 discharge process, EFSA committed to providing regular reporting on the implementation of the new policy and as a first step presented a comprehensive report including the historical context to the Parliament in June 2012. This was followed by a further account in the Annual Activity Report for 2012 and this report continues that process. EFSA also reported separately to the European Parliament in December 2013 on its follow-up to earlier discharge recommendations. The following table provides key updated statistics on the implementation of EFSA's independence procedures for 2013.

Of the 29 statutory staff members that left EFSA employment during 2013, one went to an unrelated industry and three went to the chemical/pharmaceutical sector. In the latter three cases, a range of restrictions were put in place on the individuals involved. These included: (i) refraining from contacting EFSA staff to gain access to non-public documents and/or information; (ii) preventing the individual from becoming the acting reference contact point between EFSA and clients of the new employer; (iii) refraining from contacting or seeking information from EFSA staff outside the formal communication channels; (iv) reminding the individuals of their obligations under Staff Regulations, in particular Articles 16, 17(2) and 19 thereof; (v) requesting the individuals to inform EFSA of future activities of their new employer related to the food sector; and any changes in position within the company or occupational activities.

Compliance checking

In early 2013, EFSA established a process to perform regular compliance and veracity checks of a sample of Dols of experts who participated in at least one Scientific Committee or Panel or Working Group meeting

during the period checked. Two checks were carried out during the year in the first and third quarters. In each case, 15 experts were randomly selected and their annual Dols (ADols), specific Dols (SDols) and oral Dols (ODols) were checked for:

- *compliance* with the implementing rules: these checks were performed by members of EFSA's Committee on Conflicts of Interest (CCI). They showed that for 29 of the 30 experts, ADols, SDols and ODols were evaluated correctly according to EFSA's policy and the interests declared were effectively managed in order to exclude the participation of experts with identified conflicts of interest in EFSA's scientific work. Further investigation of the non-compliant expert confirmed that no preventive action was needed.
- in relation to the *veracity* checks, the information provided in the ADols was checked against the experts' biographies submitted to EFSA. In addition, experts are invited to confirm that the information in the ADols complies with EFSA's policy. If discrepancies are found between the biography and the ADol, the expert is requested to clarify. The two checks completed in 2013 revealed that the ADols of 15 of the 30 experts complied with EFSA's policy on independence while those of the other 15 experts needed to be updated and re-evaluated due to minor omissions. The latter were a result of experts' misunderstanding of the rules or misquotations of details such as start or stop dates of activities or formal names of grants received. None of these raised any conflict of interest, and the ADols were subsequently updated and approved.

During 2013, EFSA acknowledged the receipt of a number of contributions on independence-related issues from stakeholders and non-governmental organisations in particular. These and other contributions are informing the ongoing review of the implementing rules of the *Policy on Independence and Scientific Decision-Making Processes* that EFSA is conducting.

Table 8: Independence-related statistics for 2013

Year	Dols Screened	Meeting agenda items scrutinised	Potential conflicts prevented	Breach of trust procedures	Staff members leaving EFSA	Other restrictions
2013	4608 SDols 1583 ADols	36,501	SDols: 168 agenda items 79 ADols rejected	0	Total: 29 Private sector: 4 Restrictions: 3	0

XIII. Declaration of assurance

I, the undersigned,

(Acting) Executive Director of EFSA

In my capacity as authorising officer,

- Declare that the information contained in this report gives a true and fair view.
- State that I have reasonable assurance that the resources assigned to the activities described in this report have been used for their intended purpose and in accordance with the principles of legality, regularity and sound financial management, and that the control procedures put in place give the necessary guarantees concerning the legality and regularity of the underlying transactions.

This reasonable assurance is based on my own judgement and on the information at my disposal, such as the results of the work of the internal audit capability, the observations of the Internal Audit Service and the lessons learnt from the reports of the Court of Auditors for the years prior to the year of this declaration.

- Confirm that I am not aware of anything not reported here which could harm the interests of the Authority.

Parma,
1 March, 2014

Signed by:
Bernhard Url,
Acting Executive Director

Annex I: Implementation of the risk assessment work programme

Independence-related statistics for 2013

	APDESK	FEED	FIP	GMO	NUTRI	PRAS	AHAW	BIOHAZ	BIOMO	CONTAM	DCM	PLH	SAS	AFSCO	EMRISK	SCOM	Total
Activity 1 Provision of scientific opinions and advice & risk assessment approaches																	
Guidance of the Scientific Committee / Scientific Panel	1 1																2
Opinion of the Scientific Committee / Scientific Panel	1	4		5		11	10		3		8				2		44
Scientific Report of EFSA	2 3 4 1 1 1																12
Statement of Panel/SC	1 1																2
Statement of EFSA	1 1																2
Total Activity 1		1	4		5		14	13	4	6		10	1		1	3	62
Activity 2 Evaluation of products, substances and claims subject to authorisation																	
Conclusion on Pesticide Peer Review	45																45
Guidance of EFSA	1 1																2
Guidance of the Scientific Committee / Scientific Panel	1 1 1																3
Opinion of the Scientific Committee / Scientific Panel	75	60	17	45	5		1										203
Statement of Panel/SC	5 2 1																8
Statement of EFSA	4 1 1																6
Total Activity 2		75	69	22	47	53		1									267
Activity 3. Data Collection, scientific cooperation and networking																	
Guidance of EFSA	1 1																2
Reasoned Opinion*	113																113
Scientific Report of EFSA	2 3 2																7
Statement of EFSA																	
Total Activity 3						116			3		3						122
Supporting publications**																	
Event report	1 2 2 1 4 1																11
External Scientific Report	1	1	1	3	4	7	6	3	10	2	25	2	2		7		74
Technical report	1	2	12	11	8	5	2	11	1	2	3	2	5	3	2		70
Total supporting publications	1	2	4	17	15	15	13	5	21	3	27	6	4	9	11	2	155
Total outputs	1	78	77	39	67	184	28	19	28	9	30	16	5	9	12	5	607
Target from Management Plan 2013***	0	60	70	30	53	200	19	27	29	8	26	21	10	9	14	11	587

*Reclassified as Activity 2 from 2014 onwards.

**A full definition of EFSA Supporting Publications is available at <http://www.efsa.europa.eu/en/riskassessment/scdocdefinitions.htm>.

***Excludes internal reports refer to scientific reports that are an integral part of the production of scientific opinions and have significant resource implications. A total of 126 such reports were produced in 2013.

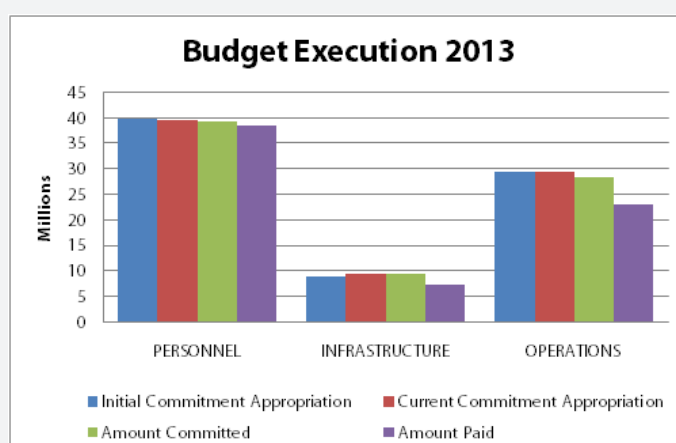
Annex II: Financial performance

(a) Budget execution

As of 31 December 2013,

- **98.8%** of the 2013 budget was committed compared to 99.3% in 2012. This commitment level stands 1% below the 100% target set for the year. Title I and Title II were 100% committed. The left-over mainly originates from Title III committed at 97%. In particular, the scientific meetings only consumed 91% of initial appropriations, €0.8 million less than what was budgeted. Transfers from Title I to Title II at year end amounted to €0.5 million and were mainly due to the rejection by the Court of Justice of the Commission proposal on salary indexation which resulted in some funds being unutilised under Title I. This transfer enabled the organisation to anticipate reimbursements related to the EFSA building acquisition and thereby reduce the amount of interest due.
- **90.8%** of the 2013 payment appropriations were consumed compared to 88.0% in 2012. This global payment level stands however 2% below the €70.11 million initial target. At payment level, this is nonetheless the best achievement ever reached.
 - For non-differentiated payment credits, €59.91 million were paid or 88% of the initial €67.65 million appropriations.
 - For differentiated payment credits related to Scientific Cooperation, €8.66 million was paid out of the €7.87 million appropriations available or 10% above the target.

Title	Initial Commitment Appropriation	Current Commitment Appropriation	Δ	Amount Committed	%	Payment Appropriation	Payment Appropriation	%
PERSONNEL	39,809,000	39,390,035	-1,1%	39,366,197	100%	39,390,035	38,405,147	98%
INFRASTRUCTURE	8,920,000	9,338,965	4,7%	9,334,178	100%	9,338,965	7,227,015	77%
OPERATIONS	29,322,000	29,322,000	0,0%	28,439,962	97%	26,790,000	22,933,722	86%
Total:	78,051,000	78,051,000	0,0%	77,140,337	98,8%	75,519,000	68,565,884	90,8%

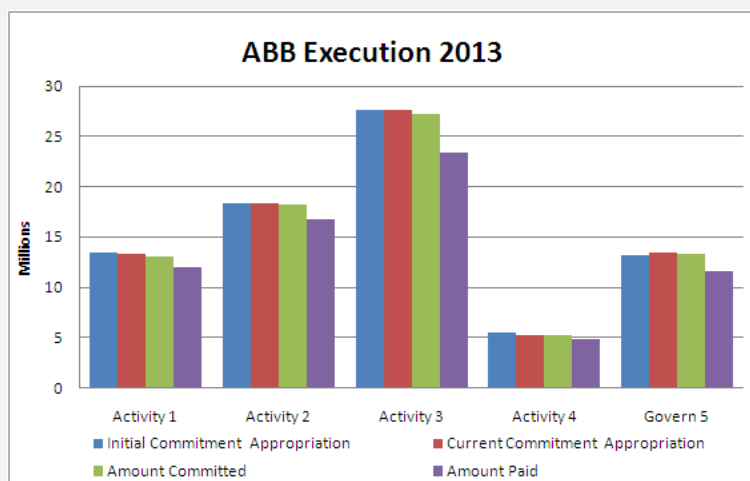


The following table and chart report the budget appropriations and executions along with the four operational activities and governance & administration functions (activity-based budgeting):

- Activity 1. Provision of scientific opinions and advice and risk assessment approaches
- Activity 2. Evaluation of products, substances and claims subject to authorisation
- Activity 3. Data collection, scientific cooperation and networking
- Activity 4. Communication and dialogue
- Govern 5. Governance and administration functions

In EUR	Initial Commitment Appropriation	Current Commitment Appropriation	Δ	Amount Committed	%	Payment Appropriation	Amount Paid	%
Activity 1	13,444,754	13.346.588	-0,73%	13.050.346	97,8%	13.346.588	12.047.120	90,3%
Activity 2	18,362,899	18.384.525	0,12%	18.226.088	99,1%	18.384.525	16.774.643	91,2%
Activity 3	27,611,328	27.662.473	0,19%	27.234.094	98,4%	25.130.473	23.386.770	93,1%
Activity 4	5,501,079	5.265.659	-4,28%	5.251.065	99,7%	5.265.659	4.807.433	91,3%
Govern 5	13,130,940	13.391.755	1,99%	13.378.742	99,9%	13.391.755	11.549.917	86,3%
Total	78,051,000	78.051.000	0,00%	77.140.337	98,8%	75.519.000	68.565.884	90,8%

The evolution of the budget resources made available to the activities during the year was limited, with all variations below 5%. Activity 1 (scientific opinions and risk assessment approaches -0.7%) and Activity 4 (communication activities -4.3%) were reduced. On the other hand, Activity 3 (scientific cooperation was reinforced due to the success of the scientific cooperation programme) as well as the Governance activity in relation to IT Infrastructure.



Year-on-year

Year-on-year, the commitment level decreased by €0.55 million or 0.7%. This is in keeping with the reduction in budget 2013 which was 0.3% lower than that of 2012. Under Title II, the 2012 commitment level was especially high in relation to settlement in the new seat. The 2012 appropriations in Title II amounted to €10.22 million compared to the initial €8.79 million this year explaining the large decrease in commitment level. Payments however increased by €1.29 million or 1.9% compared to 2012.

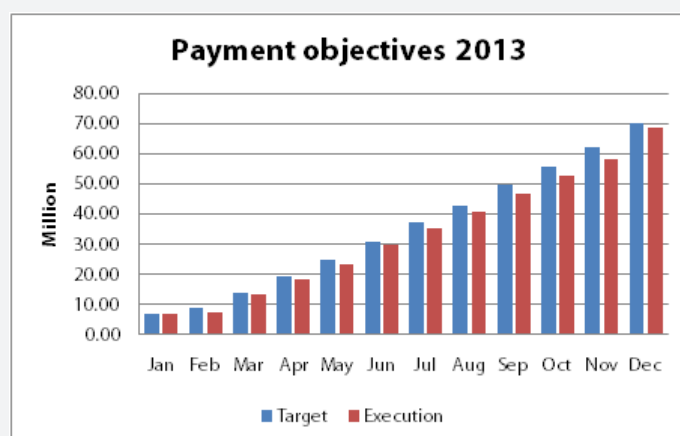
Title	Commitments December 2013	Commitments December 2012	Increase	Payments December 2013	Payments December 2012	Increase
PERSONNEL	39.366.197	38.563.788	2,1%	38.405.147	37.754.147	1,7%
INFRASTRUCTURE	9.334.178	10.966.034	-14,9%	7.227.015	8.602.142	-16,0%
OPERATIONS	28.439.962	28.164.869	1,0%	22.933.722	20.922.308	9,6%
Total:	77.140.337	77.694.691	-0,7%	68.565.884	67.278.597	1,9%

Budget Execution versus Target

At 98.8% consumption rate, commitments were 1% below target as shown in the graph below: the deviation against target is measured on the right vertical axis and visualised by the (green/amber/red) dots. This budget execution confirms EFSA's satisfactory execution rate even if slightly lower than last year.



Although the payment rate reached 90.8%, payments were 2% below the target as shown in the graph below. This improved payment level is mainly due to a high payment rate in Scientific Cooperation which was 10% above target. From a Department perspective, the achievements against targets are REPRO (Scientific Evaluation of Regulated Products) + 12%, SCISTRAT (Science Strategy and Coordination) +7%, RESU (Resources & Support) -4%, RASA (Risk Assessment and Scientific Assistance) -4% and COMMS (Communications) -14%.



Carry-forward 2013 and 2014 (non-differentiated appropriations)

Carry forward 2013	Commitment Appropriation	Executed Payment	%
Title 1	809.640	711.961	87.9%
Title 2	2.362.125	2.262.869	95.8%
Title 3	5.679.622	5.492.838	96.7%
Total:	8.851.387	8.467.667	95.7%

The carry forward from 2012 to 2013 (carry forward 2013) was 95.7% utilised. The under-execution in Title I was mainly due to unnecessary carry-forward for interims, recruitment, mission, training and crèches. In Title II, the under-spend was mainly due to unnecessary carry-forward for the water-gas, postal charges, telecom and Management Board. In Title III the under-spend was mainly due to meetings, communication, missions and conferences.

The €6.43 million amount carried forward from 2013 to 2014 (the carry forward 2014) stands 27% below the carry-forward 2013, hence a significant improvement originating mainly from Title III. Operational IT systems reduced the carry-forward by 39% and the scientific meetings by 54%. This is due to the IT operational budget not having been increased by leftover in other areas at year end, therefore adherence with the IT operational strategy objectives. On the other side, the centralisation of expert payments led to higher efficiency in payment processing within the year, reducing the carry forward.

Carry forward 2014	Commitment Appropriation
Title 1	961,049
Title 2	2,107,164
Title 3	3,363,218
Total:	6,431,431

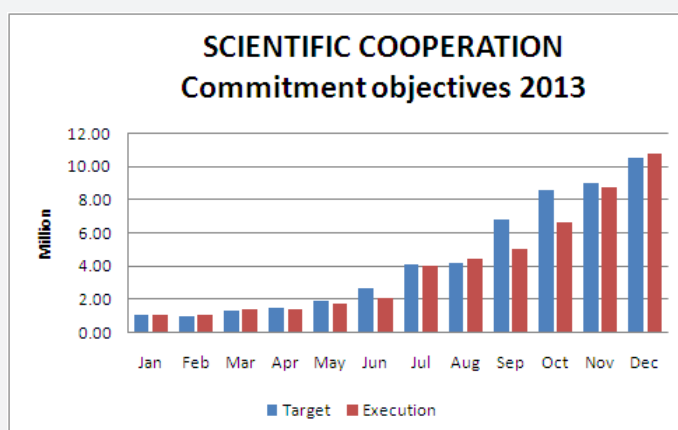
Transversal Actions

In 2013, meeting appropriations were reduced by 6.7% during the year and the commitment level in the scientific meeting area only reached 91% of initial appropriations at year end. On the other hand, commitment appropriations were increased by 7% in the scientific cooperation area, by 7.3% for conference and event activities, and by 5.4% in IT infrastructure. The communication operational budget was reduced by 5.8% and the Advisory Forum needs reduced by 25.8%.

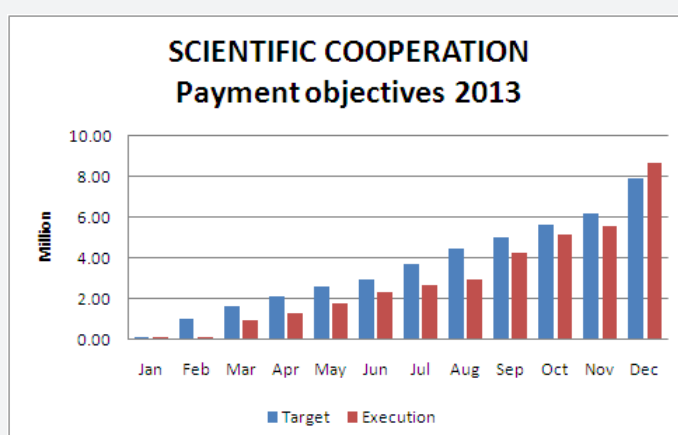
Description Action	Initial Commitment Appropriation	Current Commitment Appropriation	Δ	Amount Committed	%	Amount Paid	%
Science meetings	8.844.000	8.255.204	-6,7%	8.066.537	91,2%	7.856.386	88,8%
Scientific Cooperation	10.520.000	11.253.223	7,0%	10.801.715	102,7%	8.658.694	110,0%
IT Support Tools	7.589.000	7.995.888	5,4%	7.992.154	105,3%	4.367.915	57,6%
Communication	900.000	848.228	-5,8%	836.625	93,0%	702.216	78,0%
Conference & events	698.000	749.000	7,3%	619.906	88,8%	461.763	66,2%
Advisory Forum	165.000	122.478	-25,8%	122.478	74,2%	118.096	71,6%
Total	28.716.000	29.224.020	1,8%	28.439.415	99,0%	22.165.070	84,7%

Scientific Cooperation programme

For the second successive year the execution of the budget for EFSA's scientific cooperation programme exceeded the annual target. The 2013 budget for the programme was increased to €10.52 million compared to last year (€9.43 million in 2012). In 2013, €10.8 million was committed against the €10.52 million expected or 3% above the target for the year.



€8.66 million was paid against the €7.87 million initially expected or 10% above target. The global transfer analysis made in August confirming that the payment appropriations would have been €0.4 million short to complete the payments under scientific cooperation was therefore surpassed. The €0.8 million payments made on top of the target were made possible by transfers from the scientific meetings area. This result mirrors the close contract management achieved.



(b) Budget transfers

The transfer made from Title I (Staff) to Title II (Infrastructure) for an amount of €0.42 million represents 4.7% of Title II, hence well below the 10% limit allowed by the Financial Regulation (Art. 23). This transfer mainly resulted from the rejection by the Court of Justice in November of the Commission proposal related to the 2011 salary indexation. This €0.28 million salary indexation was provisioned in the budget of EFSA but left over following the Court decision. The transfer to Title II enabled the organisation to anticipate payments related to the building acquisition, thereby realising future savings and reducing interest payments.

(c) Detailed budget execution

Budget Line	Initial Commitment Appropriation	Current Commitment Appropriation (1)	Executed Commitment (2)	% Committed (2)/(1)	Payment Appropriation (3)	Executed Payment (4)	% Paid (4)/(3)
1100 Basic salary	22,289,000.00	21,825,430.77	21,822,109.53	99.98 %	21,825,430.77	21,822,109.53	99.98 %
1101 Family allowance	2,559,000.00	2,624,599.45	2,624,599.45	100.00 %	2,624,599.45	2,624,599.45	100.00 %
1102 Transfer and expatriation allowance	2,723,000.00	2,510,010.92	2,507,410.92	99.90 %	2,510,010.92	2,507,410.92	99.90 %
1103 Secretarial allowance	12,000.00	11,284.80	11,284.80	100.00 %	11,284.80	11,284.80	100.00 %
1113 Stagiaires	315,000.00	294,326.17	291,026.17	98.88 %	294,326.17	291,026.17	98.88 %
1115 Contract staff	4,765,000.00	5,004,313.28	5,004,313.28	100.00 %	5,004,313.28	5,004,313.28	100.00 %
1130 Insurance against sickness	775,000.00	750,993.22	750,993.22	100.00 %	750,993.22	750,993.22	100.00 %
1131 Insurance against accidents and occupational disease	163,000.00	110,940.61	110,940.61	100.00 %	110,940.61	110,940.61	100.00 %
1132 Unemployment insurance for temporary staff	286,000.00	276,139.83	276,139.83	100.00 %	276,139.83	276,139.83	100.00 %
1140 Birth and death allowance	4,000.00	3,371.27	3,371.27	100.00 %	3,371.27	3,371.27	100.00 %
1141 Annual leave travelling expenses	494,000.00	483,412.57	483,412.57	100.00 %	483,412.57	483,412.57	100.00 %
1147 Call on duties	85,000.00	50,797.17	50,797.14	100.00 %	50,797.17	50,797.14	100.00 %
1171 Translation centre Luxembourg (administrative matters)	180,000.00	114,194.35	114,194.35	100.00 %	114,194.35	114,194.35	100.00 %
1172 Payment for administrative assistance from the Community institutions	250,000.00	246,000.00	246,000.00	100.00 %	246,000.00	241,821.08	98.30 %
1175 Interim services	590,000.00	532,941.25	532,941.25	100.00 %	532,941.25	479,175.83	89.91 %
1176 Consultancy	99,000.00	307,466.00	307,466.00	100.00 %	307,466.00	8,406.00	2.73 %
1177 Other services	150,000.00	197,715.00	197,715.00	100.00 %	197,715.00	145,390.00	73.54 %
1180 Miscellaneous expenditure on recruitment	107,000.00	60,007.50	60,007.50	100.00 %	60,007.50	22,187.25	36.97 %
1181 Travel expenses (including for members of the family)	20,000.00	25,696.30	25,696.30	100.00 %	25,696.30	25,696.30	100.00 %
1182 Installation, resettlement and transfer allowances	161,000.00	239,949.72	239,949.72	100.00 %	239,949.72	239,949.72	100.00 %
1183 Removal expenses	161,000.00	210,000.00	210,000.00	100.00 %	210,000.00	128,856.14	61.36 %
1184 Temporary daily subsistence allowance	86,000.00	100,810.58	100,810.58	100.00 %	100,810.58	100,810.58	100.00 %
1190 WEIGHTINGS	1,274,000.00	1,605,329.22	1,605,329.22	100.00 %	1,605,329.22	1,605,329.22	100.00 %
Chapter 11	37,548,000.00	37,585,729.98	37,576,508.71	99.98 %	37,585,729.98	37,048,215.26	98.57 %

Budget Line	Initial Commitment Appropriation	Current Commitment Appropriation (1)	Executed Commitment (2)	% Committed (2)/(1)	Payment Appropriation (3)	Executed Payment (4)	% Paid (4)/(3)
1300 Mission and travel expenses	110,000.00	8,139.23	8,139.23	100.00 %	8,139.23	8,139.23	100.00 %
1301 Shuttles for missions and duty	40,000.00	64,000.00	64,000.00	100.00 %	64,000.00	59,185.25	92.48 %
Chapter 13	150,000.00	72,139.23	72,139.23	100.00 %	72,139.23	67,324.48	93.33 %
1400 Restaurants, meals and canteens	45,000.00	52,000.00	51,550.00	99.13 %	52,000.00	48,358.82	93.00 %
1410 Medical service	240,000.00	194,524.08	191,281.15	98.33 %	194,524.08	138,073.97	70.98 %
1420 Further training, language courses and retraining for staff	750,000.00	648,579.95	638,530.65	98.45 %	648,579.95	296,404.08	45.70 %
Chapter 14	1,035,000.00	895,104.03	881,361.80	98.46 %	895,104.03	482,836.87	53.94 %
1520 Visiting experts, National Experts on Detachment	900,000.00	689,671.55	689,671.55	100.00 %	689,671.55	688,121.40	99.78 %
1521 Authority officials temporarily assigned	0.00	0.00	0.00	0.00 %	0.00	0	0.00 %
Chapter 15	900,000.00	689,671.55	689,671.55	100.00 %	689,671.55	688,121.40	99.78 %
1600 Special assistance grants	0.00	0.00	0.00	0.00 %	0.00	0	0.00 %
1610 Social contacts between staff	70,000.00	40,962.55	40,087.58	97.86 %	40,962.55	34,123.58	83.30 %
1620 Other interventions	0.00	0.00	0.00	0.00 %	0.00	0	0.00 %
1630 Early childhood centres and other crèches	80,000.00	92,000.00	92,000.00	100.00 %	92,000.00	74,406.85	80.88 %
1640 Complementary aid for the handicapped	11,000.00	10,000.00	10,000.00	100.00 %	10,000.00	6,871.56	68.72 %
Chapter 16	161,000.00	142,962.55	142,087.58	99.39 %	142,962.55	115,401.99	80.72 %
1700 Reception and entertainment expenses	15,000.00	4,427.78	4,427.78	100.00 %	4,427.78	3,247.28	73.34 %
Chapter 17	15,000.00	4,427.78	4,427.78	100.00 %	4,427.78	3,247.28	73.34 %
Title 1	39,809,000.00	39,390,035.12	39,366,196.65	99.94 %	39,390,035.12	38,405,147.28	97.50 %

Budget Line	Initial Commitment Appropriation	Current Commitment Appropriation (1)	Executed Commitment (2)	% Committed (2)/(1)	Payment Appropriation (3)	Executed Payment (4)	% Paid (4)/(3)
2000 Rent	190,000.00	182,937.00	182,937.00	100.00 %	182,937.00	182,937.00	100.00 %
2001 Acquisition	1,905,000.00	2,458,129.98	2,458,127.36	100.00 %	2,458,129.98	2,458,127.36	100.00 %
2010 Insurance	40,000.00	35,423.46	35,423.46	100.00 %	35,423.46	35,423.46	100.00 %
2020 Water, gaz, electricity and heating	870,000.00	728,389.15	728,389.15	100.00 %	728,389.15	579,879.66	79.61 %
2030 Maintenance	238,000.00	230,082.06	230,082.06	100.00 %	230,082.06	200,854.50	87.30 %
2031 Cleaning	313,000.00	312,997.55	312,997.55	100.00 %	312,997.55	255,827.77	81.73 %
2040 Refurbishment of premises/ Fitting out	48,000.00	47,625.20	47,625.20	100.00 %	47,625.20	9,293.44	19.51 %
2050 Security and surveillance of buildings	631,000.00	610,818.83	610,818.83	100.00 %	610,818.83	507,346.50	83.06 %
2080 preliminary to construction, acquisition or rental of immovable property	90,000.00	63,610.00	63,610.00	100.00 %	63,610.00	32,605.00	51.26 %
2090 Other expenditure on buildings	460,000.00	457,298.58	457,298.58	100.00 %	457,298.58	424,944.49	92.92 %
Chapter 20	4,785,000.00	5,127,311.81	5,127,309.19	100.00 %	5,127,311.81	4,687,239.18	91.42 %
2100 Purchase/ Maintenance of equipment	235,000.00	234,627.60	234,627.60	100.00 %	234,627.60	145,346.54	61.95 %
2101 Purchase / maintenance of software	364,000.00	570,136.36	570,136.36	100.00 %	570,136.36	486,839.16	85.39 %
2103 Software development	1,375,000.00	1,575,751.89	1,575,751.89	100.00 %	1,575,751.89	710,168.14	45.07 %
2104 User Support	637,000.00	756,830.49	756,830.49	100.00 %	756,830.49	634,054.27	83.78 %
Chapter 21	2,611,000.00	3,137,346.34	3,137,346.34	100.00 %	3,137,346.34	1,976,408.11	63.00 %
2200 Technical equipment and installations	100,000.00	96,341.00	96,341.00	100.00 %	96,341.00	0	0.00 %
2201 Hire or leasing of technical equipment and installations	420,000.00	116,726.12	116,726.12	100.00 %	116,726.12	8,920.00	7.64 %
2202 Maintenance and repair of technical equipment and installations	25,000.00	26,881.72	26,881.72	100.00 %	26,881.72	26,298.72	97.83 %
2210 Purchase of furniture	50,000.00	49,994.65	49,994.65	100.00 %	49,994.65	26,371.27	52.75 %
Chapter 22	595,000.00	289,943.49	289,943.49	100.00 %	289,943.49	61,589.99	21.24 %
2300 Stationery and office supplies	128,000.00	100,334.00	100,334.00	100.00 %	100,334.00	96,639.84	96.32 %
2320 Bank charges	2,000.00	500.00	500.00	100.00 %	500.00	424.38	84.88 %
2330 Legal expenses	20,000.00	13,989.38	13,989.38	100.00 %	13,989.38	5,000.00	35.74 %
2340 Damages	0.00	0.00	0.00	0.00 %	0.00	0	0.00 %
2350 Miscellaneous insurance	10,000.00	9,100.00	8,935.00	98.19 %	9,100.00	6,216.50	68.31 %
2353 Removals and associated handling	5,000.00	0.00	0.00	0.00 %	0.00	0	0.00 %
2390 Publications	14,000.00	8,509.71	8,509.71	100.00 %	8,509.71	6,187.78	72.71 %
Chapter 23	179,000.00	132,433.09	132,268.09	99.88 %	132,433.09	114,468.50	86.43 %
2400 Postal charges	43,000.00	40,687.38	40,687.38	100.00 %	40,687.38	29,155.53	71.66 %
2410 Telecommunications subscriptions and charges	257,000.00	272,000.00	272,000.00	100.00 %	272,000.00	177,006.17	65.08 %
2411 Purchase and installation of equipment	210,000.00	209,109.16	209,109.16	100.00 %	209,109.16	97,863.79	46.80 %
Chapter 24	510,000.00	521,796.54	521,796.54	100.00 %	521,796.54	304,025.49	58.27 %
2500 Management Board meetings	150,000.00	100,428.79	95,809.79	95.40 %	100,428.79	73,078.54	72.77 %
2501 Quality management & strategy	73,000.00	27,540.00	27,540.00	100.00 %	27,540.00	8,040.00	29.19 %
2502 Institutional Cooperation	17,000.00	2,164.82	2,164.82	100.00 %	2,164.82	2,164.82	100.00 %
Chapter 25	240,000.00	130,133.61	125,514.61	96.45 %	130,133.61	83,283.36	64.00 %
Title 2	8,920,000.00	9,338,964.88	9,334,178.26	99.95 %	9,338,964.88	7,227,014.63	77.39 %

Budget Line	Initial Commitment Appropriation	Current Commitment Appropriation (1)	Executed Commitment (2)	% Committed (2)/(1)	Payment Appropriation (3)	Executed Payment (4)	% Paid (4)/(3)
REPRO							
3010 APDESK: Grant & Procurement for studies and evaluation	380,000.00	285,418.47	285,418.47	100.00 %	114,645.62	114,645.62	100.00 %
3010 EED: Grant & Procurement for studies and evaluation	417,000.00	362,307.87	362,307.87	100.00 %	191,053.79	191,053.79	100.00 %
3010 FIP: Grant & Procurement for studies and evaluation	763,500.00	982,806.97	982,806.97	100.00 %	831,194.20	780,338.04	93.88 %
3010 GMO: Grant & Procurement for studies and evaluation	346,000.00	391,493.20	391,493.20	100.00 %	206,880.31	206,880.31	100.00 %
3010 NUTRI: Grant & Procurement for studies and evaluation	282,000.00	299,325.50	299,291.30	99.99 %	279,641.75	279,641.75	100.00 %
3010 PRAS: Grant & Procurement for studies and evaluation	1,031,500.00	1,169,926.10	1,143,261.04	97.72 %	845,862.44	845,862.34	100.00 %
3020 APDESK: Experts meetings	66,800.00	0.00	0.00	0.00 %	0.00	0.00	0.00 %
3020 FEED: Experts meetings	834,000.00	1,008,964.53	992,809.70	98.40 %	1,008,964.53	978,783.28	97.01 %
3020 FIP: Experts meetings	1,149,700.00	1,599,138.71	1,575,290.67	98.51 %	1,599,138.71	1,544,460.76	96.58 %
3020 GMO: Experts meetings	961,000.00	781,645.25	765,017.40	97.87 %	781,645.25	730,903.22	93.51 %
3020 NUTRI: Experts meetings	638,500.00	633,275.89	627,113.52	99.03 %	633,275.89	616,635.44	97.37 %
3020 PRAS: Experts meetings	934,000.00	728,412.45	718,978.88	98.70 %	728,412.45	681,698.73	93.59 %
TOTAL REPRO: Chapter 30	7,804,000.00	8,242,714.94	8,143,789.02	98.80 %	7,220,714.94	6,970,903.28	96.54 %
RASA							
3110 AHAW: Grant & Procurement for studies and evaluation	380,000.00	561,878.14	508,382.70	90.48 %	606,020.00	605,422.95	99.90 %
3110 BIOHAZ: Grant & Procurement for studies and evaluation	524,000.00	620,337.00	620,336.51	100.00 %	429,868.00	429,867.97	100.00 %
3110 BIOMO: Grant & Procurement for studies and evaluation	1,057,000.00	655,520.00	655,478.39	99.99 %	574,317.00	574,316.02	100.00 %
3110 CONTAM: Grant & Procurement for studies and evaluation	578,000.00	1,174,953.08	1,174,953.08	100.00 %	572,640.00	572,636.22	100.00 %
3110 DCM: Grant & Procurement for studies and evaluation	1,840,000.00	1,515,292.00	1,514,333.37	99.94 %	1,793,788.62	1,782,721.40	99.38 %
3110 PLH: Grant & Procurement for studies and evaluation	465,000.00	642,604.40	642,604.40	100.00 %	498,916.00	498,915.08	100.00 %
3110 SAS: Grant & Procurement for studies and evaluation	596,000.00	428,016.00	428,016.00	100.00 %	269,051.00	269,050.90	100.00 %
3120 AHAW: Experts meetings	674,000.00	519,500.00	519,473.82	99.99 %	519,500.00	511,410.02	98.44 %
3120 BIOHAZ: Experts meetings	719,500.00	623,423.27	591,871.98	94.94 %	623,423.27	584,510.79	93.76 %
3120 BIOMO: Experts meetings	327,500.00	266,205.38	238,007.22	89.41 %	266,205.38	221,018.21	83.03 %
3120 CONTAM: Experts meetings	740,500.00	447,525.93	421,013.16	94.08 %	447,525.93	420,243.16	93.90 %
3120 DCM: Experts meetings	132,000.00	91,050.00	67,892.39	74.57 %	91,050.00	67,696.66	74.35 %
3120 PLH: Experts meetings	685,500.00	730,689.00	725,424.85	99.28 %	730,689.00	697,561.46	95.47 %
3120 SAS: Experts meetings	81,000.00	84,965.80	84,488.30	99.44 %	84,965.80	84,488.30	99.44 %
TOTAL RASA: Chapter 31	8,800,000.00	8,361,960.00	8,192,276.17	97.97 %	7,507,960.00	7,319,859.14	97.49 %
SCISTRAT							
3200 Advisory Forum, Plenary & Working groups	165,000.00	122,477.67	122,477.67	100.00 %	122,477.67	118,096.17	96.42 %
3201 Focal Points Agreements	808,000.00	761,507.80	761,507.80	100.00 %	761,507.80	761,507.80	100.00 %
3202 Focal Points working groups	56,000.00	31,344.36	31,344.36	100.00 %	31,344.36	31,344.36	100.00 %

Budget Line	Initial Commitment Appropriation	Current Commitment Appropriation (1)	Executed Commitment (2)	% Committed (2)/(1)	Payment Appropriation (3)	Executed Payment (4)	% Paid (4)/(3)
3210 EMRISK: Grant & Procurement for studies and evaluation	482,000.00	1,401,836.25	1,031,523.91	73.58 %	745,836.25	745,833.83	100.00 %
3210 SCOM: Grant & Procurement for studies and evaluation	570,000.00	0.00	0.00	0.00 %	0.00	0.00	0.00 %
3220 MRISK: Experts meetings	112,000.00	132,516.98	132,016.98	99.62 %	132,516.98	132,016.98	99.62 %
3220 SCOM: Experts meetings	732,000.00	576,546.02	575,793.66	99.87 %	576,546.02	553,614.24	96.02 %
3231 Stakeholder relationships	55,000.00	47,868.34	47,868.34	100.00 %	47,868.34	42,802.94	89.42 %
3232 International Cooperation	10,000.00	0.00	0.00	0.00 %	0.00	0.00	0.00 %
3240 Crisis support	20,000.00	5,000.00	5,000.00	100.00 %	5,000.00	0.00	0.00 %
TOTAL SCISTRAT : Chapter 32	3,010,000.00	3,079,097.42	2,707,532.72	87.93 %	2,423,097.42	2,385,216.32	98.44 %
COMMS							
3400 Web management	128,000.00	128,000.00	126,027.07	98.46 %	128,000.00	97,380.07	76.08 %
3410 Communications activities & materials	351,000.00	371,000.00	365,503.27	98.52 %	371,000.00	328,373.39	88.51 %
3420 Advisory Forum Working group, AGRC, Evaluation and media monitoring	421,000.00	349,227.64	345,094.72	98.82 %	349,227.64	276,462.22	79.16 %
TOTAL COMMS : Chapter 34	900,000.00	848,227.64	836,625.06	98.63 %	848,227.64	702,215.68	82.79 %
OPERATIONAL SUPPORT							
3500 DATA	2,653,000.00	2,311,800.00	2,311,742.75	100.00 %	2,311,800.00	1,301,133.62	56.28 %
3500 DMS	7,000.00	7,000.00	6,998.01	99.97 %	7,000.00	2,023.20	28.90 %
3500 EXP	200,000.00	489,900.00	489,603.15	99.94 %	489,900.00	41,289.06	8.43 %
3500 NET	328,000.00	327,300.00	327,052.31	99.92 %	327,300.00	248,996.54	76.08 %
3500 RA	1,195,000.00	1,195,000.00	1,195,000.00	100.00 %	1,195,000.00	821,208.81	68.72 %
3500 RP	1,217,000.00	1,269,000.00	1,266,508.54	99.80 %	1,269,000.00	587,185.34	46.27 %
3500 WEB	250,000.00	250,000.00	249,360.97	99.74 %	250,000.00	169,071.18	67.63 %
3511 Translation, Interpretation Linguistic proofreading and editing	230,000.00	240,000.00	197,679.70	82.37 %	240,000.00	175,679.70	73.20 %
3512 Library	330,000.00	331,000.00	328,486.96	99.24 %	331,000.00	292,964.79	88.51 %
3513 Mission of staff related to operational duties	810,000.00	750,000.00	712,000.00	94.93 %	750,000.00	655,272.09	87.37 %
3514 Shuttles	890,000.00	870,000.00	855,400.00	98.32 %	870,000.00	798,940.11	91.83 %
3530 CONF	445,000.00	474,000.00	379,498.46	80.06 %	474,000.00	328,087.50	69.22 %
3530 PRO	212,000.00	157,000.00	122,834.70	78.24 %	157,000.00	77,143.44	49.14 %
3530 VIDEO	41,000.00	118,000.00	117,573.07	99.64 %	118,000.00	56,532.33	47.91 %
TOTAL OPERATIONAL SUPPORT : Chapter 35	8,808,000.00	8,790,000.00	8,559,738.62	97.38 %	8,790,000.00	5,555,527.71	63.20 %
Title 3	29,322,000.00	29,322,000.00	28,439,961.59	96.99 %	26,790,000.00	22,933,722.13	85.61 %
GRAND TOTAL	78,051,000.00	78,051,000.00	77,140,336.50	98.83 %	75,519,000.00	68,565,884.04	90.79 %

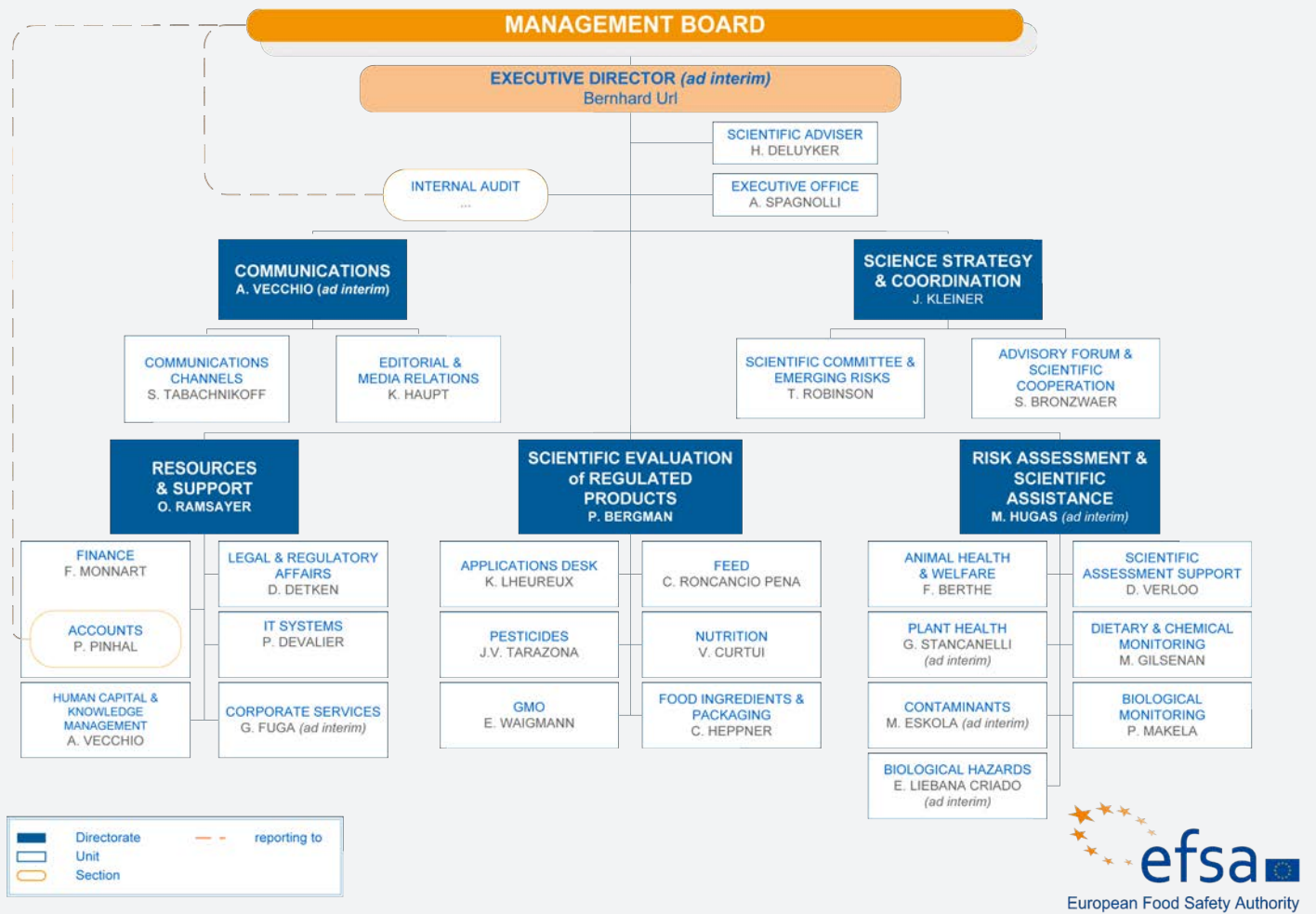
Annex III: Human resources

(a) Establishment Plan 2013

Category and Grade	Establishment Plan 2013	
	Officials	Temporary Agents
AD 16	0	0
AD 15	0	1
AD 14	0	2
AD 13	0	1
AD 12	1	14
AD 11	0	11
AD 10	1	12
AD 9	1	37
AD 8	0	47
AD 7	1	61
AD 6	1	23
AD 5	0	17
Total AD	5	226
AST 11	0	0
AST 10	0	0
AST 9	0	0
AST 8	0	2
AST 7	0	5
AST 6	0	7
AST 5	0	25
AST 4	0	34
AST 3	0	25
AST 2	0	20
AST 1	0	2
Total AST	0	120
Grand Total	351	

AD Staff - Administrator grade
AST Staff - Assistant grade

(b) Organigramme 16/12/2013



For details of the composition of EFSA's Management Board, please visit <http://www.efsa.europa.eu/en/efsawho/mb.htm>

Annex IV: Negotiated procedures

The number of special negotiated procedures (Art 134/135 RAP of EU Financial Regulation) remains stable over the years with 12 procedures negotiated in 2013 compared to 11 in 2012. This is to be seen in a context where the number of procurement purchases almost tripled.

It is worth noting that, pursuant to the provisions of the revised Financial Regulation which entered into force beginning of 2013, the special procedure 134 f) is a procedure which allows increasing Framework Contract envelope in a fully regular and transparent way. This procedure helps avoiding recourse to more sensitive special negotiated procedures such as 134c (urgency).

Procedure 134 b) concerns monopoly situations where there is only one provider able to provide the requested service.

Finally, please note that the attached table contains more data than required under EC vade-mecum on procurement whereby only special negotiated procedures above €60.000 shall be registered in the report. EFSA, in full transparency, reports here below all negotiated procedures subject to these articles.

2013 Negotiated procedures under Article 134 (1) a-g and Article 135 (1) a-d of EU Financial Regulation				
Number	Procedure Type	Contractor name	Subject of contract	Contract amount
1	Neg Art 134 1b	RIVM	Molecular typing data collection and curation - Salmonella	77,880
2	Neg Art 134 1b	ANSES	Molecular typing data collection and curation - Listeria	80,000
3	Neg Art 134 1b	Istituto Superiore Santia	Molecular typing data collection and curation - E-coli	34,708
4	Neg Art 134 1b	Rothamsted Research Ltd	Data collection to support DG SANCO mandate on pest risk assessment of Guignardia citricarpa Kiely: splash dispersal of G. citricarpa pycnidiospores from infected citrus	39,940
5	Neg Art 134 1b	EBSCO	EBSCO DISCOVERY	29,000
6	Neg Art 134 1b	Scifinder	Scifinder Databases	20,041
7	Neg Art 134 1b	Informa UK Ltd	Subscription EU Food law	21,400
8	Neg Art 134 1b	Barlett Media Ltd	Annual subscription to EU Food Policy	20,000
9	Neg Art 134 1e	Stichting DLO	Additional services for the service software development in support of EFSA statistical requirements for GMO dossiers	40,000
10	Neg Art 134 1f	BIOMATH - Simbologica srl Creme Software IOM Consulting University of Hasselt The James Hutton Institute Net Service srl	New repetitive services for the provision of statistical analysis, data management and ad hoc consultation	500,000
11	Neg Art 134 1f	SELEX ES Polymedia SPA	IT Consultancy Assistance - fuctional LOT 4 - New services consisting in the repetition of similar services	2,000,000
12	Neg Art 134 1f	SELEX ES Polymedia SPA	IT Consultancy Assistance - Application development LOT 1: new services consisting in the repetition of similar services	4,000,000
Total				6,862,969

Annex V: Proposed draft Management Board assessment

The Management Board,

- having regard to Regulation (EC) No 178/2002 of the European Parliament and of the Council of 28 January 2002,
 - having regard to the Financial Regulation applicable to the budget of the European Food Safety Authority and in particular Article 40 thereof,
 - having regard to the 2013 Management Plan of the Authority adopted by the Management Board at its meeting of 13 December 2012,
 - having regard to the Annual Activity Report 2012 of the Authority adopted by the Management Board by written procedure on 26 March 2013.
1. Welcomes the significant work programme delivered in 2013 and the strong contribution of EFSA to European food safety policy;
 2. Acknowledges the productivity of the organisation and notes that the organisation exceeded the targeted number of scientific outputs in 2013;
 3. Notes also however the delays in delivery of scientific outputs in some areas including pesticides and feed additives and appreciates that this was due to a number of factors, including ambitious deadlines laid down in EU legislation in the case of pesticides and an exceptionally heavy workload in the case of feed additives;
 4. Notes also the delay in establishing an EFSA Strategy for the coming years, postponed in light of the resignation of Catherine Geslain-Lanéelle as Executive Director
 5. Welcomes the positive budget management outcomes achieved in 2013, namely the commitment of 98.8% of its budget and the improvement in payments;
 6. Welcomes the improved planning and project management at EFSA and the provision of a comprehensive Single Programming Document for 2014-2016 and calls on EFSA to further align its programming documents with the guidelines that the Commission is finalising;
 7. Welcomes the human capital initiatives to ensure access to the required expertise in future;
 8. Welcomes the ongoing reduction in administrative costs of the Authority, notes the reduction in resources of 1.7% and 4 posts in governance and support activities in 2013 and recommends to improve the occupancy rates of both statutory and non-statutory posts available to EFSA;
 9. Notes ongoing comments by some non-governmental organisations (NGOs) in relation to perceived conflicts of interest at EFSA; acknowledges EFSA's commitment to ensuring the implementation of its Policy on Independence and Scientific Decision Making Processes; notes the review of the implementing rules that started in 2013; acknowledges the commitment of EFSA to engage with stakeholders including NGOs; and acknowledges the efforts underway to communicate more effectively on EFSA's independence;
 10. Notes the effectiveness of the multimedia content developed for the EFSA website;
 11. Calls on EFSA to fully consider and implement as far as is practicable all the recommendations arising from the 2011 budget discharge procedure;
 12. Welcomes EFSA's continuing commitment to open scientific meetings to observers;
 13. Welcomes EFSA's initiative on transparency including the organisation of the stakeholder conference on transparency in risk assessment and looks forward to an enhanced approach including improved access to data and more open scientific processes;
 14. Welcomes the delivery of an IT Operational Strategy and the progress made in relation to Document Management;
 15. Welcomes EFSA's commitment to working with Member States to build a common European risk assessment agenda;
 16. Thanks EFSA's contributing experts, Executive Director and staff for their commitment to the organisation.

Adopted in Parma on 20 March 2014

For EFSA's Management Board

[SIGNED]

Sue Davies
Chair of the Management Board



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