

<b>BSAC DRAFT FINANCIAL STATEMENT (YEAR 13) 1.4.18-31.3.19 IN EUR 7,4657</b>			
	<b>To General Assembly 15/5/19</b>		<b>Annex 2</b>
<b>PERIOD: 1.4.18-31.3.19</b>	<b>Non Elig.</b>	<b>Eligible</b>	<b>Total budget</b>
<b>A. STAFF (details in annex)</b>			
A.1.1. Salaries (including salary related charges)		105.320	105.320
A.1.2. Staff expenses		1.825	1.825
<b>Sub-total A</b>	<b>0</b>	<b>107.145</b>	<b>107.145</b>
<b>B. PARTICIPATION IN MEETINGS (details in annex)</b>			
B1.1. Travel costs AC members	0	49.375	49.375
B1.2. Subsistence costs AC members	0	23.422	23.422
B1.3. Travel costs Staff	2.941	8.246	11.187
B1.4. Subsistence costs Staff	1.467	2.618	4.085
B1.5. Travel costs & fee scientific Experts	0	530	530
B1.6. Subsistence costs & fee scientific Experts	0	87	87
B1.7. Other costs	0	222	222
<b>Sub-total B</b>	<b>4.408</b>	<b>84.500</b>	<b>88.907</b>
<b>C. INFORMATION &amp; PREPARATION OF MEETINGS (details in annex)</b>			
<b>C1. Preparation of meetings</b>			
C1.1. Rental costs (rooms, equipment)	737	1.012	1.749
C1.2. Meetings expenses (coffee, lunch...)	0	15.580	15.580
<b>Sub-total C1</b>	<b>737</b>	<b>16.592</b>	<b>17.329</b>
<b>C2. Information and dissemination costs</b>			
C2.1. Publication costs	0	0	0
C2.2. Dissemination costs	0	976	976
<b>Sub-total C2</b>	<b>0</b>	<b>976</b>	<b>976</b>
<b>Sub-total C</b>	<b>737</b>	<b>17.569</b>	<b>18.305</b>
<b>D. OPERATING COSTS (details in annex)</b>			
<b>D1. Rental of office space</b>	<b>11.093</b>	<b>1.681</b>	<b>12.775</b>
<b>D2. Data Processing</b>			
D2.1. Data processing equipment	0	421	421
D2.2. Software	0	2.236	2.236
D2.3. Hardware maintenance	0	1.829	1.829
<b>Sub-total D2</b>	<b>0</b>	<b>4.485</b>	<b>4.485</b>
<b>D3. Overheads</b>			
D3.1. Office equipment	0	60	60
D3.2. Phone/fax/internet	0	1.708	1.708
D3.3. Supplies/consumables	0	1.225	1.225
D3.4. Mail	0	77	77
D3.5. Other costs (Bank charges, Insurance...)	0	2.321	2.321
<b>Sub-total D3</b>	<b>0</b>	<b>5.391</b>	<b>5.391</b>
<b>Sub-total D</b>	<b>11.093</b>	<b>11.558</b>	<b>22.651</b>

**E. INTERPRETATION and TRANSLATION (details in annex)**

**E1. Interpretation**

E1.1. Interpreters	0	14.301	14.301
E1.2. Travel and subsistence	0	6.215	6.215
E1.3. Technician	0	1.267	1.267
E1.4. Equipment	0	6.554	6.554
<b>Sub-total E1</b>	<b>0</b>	<b>28.336</b>	<b>28.336</b>
<b>E2. Translation</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Sub-total E</b>	<b>0</b>	<b>28.336</b>	<b>28.336</b>

**F. OTHER CONTRACTS (details in annex)**

F.1. Rapporteur	0	42.482	42.482
F.2. Chair (GA and ExeCom)	0	0	0
F.3. Chair (Working Groups)	0	0	0
F.4. Audit	0	2.511	2.511
F.5. Scientific consultants	0	0	0
F.6. Other	0	0	0
<b>Sub-total F</b>	<b>0</b>	<b>44.993</b>	<b>44.993</b>

**G. 5% RESERVE OF THE DIRECT ELIGIBLE COSTS FOR UNFORSEEN ITEMS**

	0	0	0
<b>GRAND TOTAL</b>	<b>16.238</b>	<b>294.101</b>	<b>310.339</b>

RESOURCES			Non-eligible	Eligible	Total
<b>1. Budgeted public contribution (€)</b>	Number	Amount			
<b>National level</b>					
Financial contribution: 8 Member States			0	27.879	27.879
DK government grant (rent, heating + cleaning)			11.093	0	11.093
<b>Regional level</b>			0	0	0
Financial contribution (to specify)			0	0	0
Secondment of staff			0	0	0
<b>Local level</b>			0	0	0
Financial contribution (to specify)			0	0	0
Secondment of staff			0	0	0
<b>Sub-total 1:</b>			<b>11.093</b>	<b>27.879</b>	<b>38.972</b>
<b>2. Commission's contribution applied for</b>			0	0	0
			0	239.266	0
<b>Sub-total 2:</b>			<b>0</b>	<b>239.266</b>	<b>239.266</b>
<b>3. Other resources</b>			0	0	0
			0	12.448	12.448
Membership fees: 42			0	0	0
General Assembly			0	0	0
Executive Committee			0	0	0
Working Group members			0	0	0
Costs reimbursed by Commission			1.983	0	1.983
Meeting rooms in kind (estimate, for one meeting this year)			737	0	737
<b>Sub-total 3:</b>			<b>2.719</b>	<b>12.448</b>	<b>15.167</b>
<b>GRAND TOTAL (1+2+3):</b>			<b>13.813</b>	<b>279.593</b>	<b>293.406</b>

A. STAFF PLAN

Contractual period: 12 months

ELIGIBLE

A.1 Estimated worktime (FTE) per activity	Secretariat	Chairman	Exec Sec	Other (specify)	Other (specify)	Other (specify)	GRAND TOTAL
Mobility		0,20	0,10				0,30
Coordination & planning		0,40	0,20				0,60
Website			0,20				0,20
Finances		0,10	0,30				0,40
Information			0,20				0,20
Other		0,30					0,30
<b>Total</b>		<b>1,00</b>	<b>1,00</b>				<b>2,00</b>
Monthly Salary							
Period		12,0 mths	12,0 mths				
	#V/ERD!	15.050	90.270				105.320

NON ELIGIBLE / Secondment of staff

A1.1. Persons [Name]	Tasks	Cost
		0

A1.2. Other costs	Cost
Training	1.825
Other (to specify)	0
Subtotal	1.825
<b>Total Staff costs</b>	<b>1.825</b>

B. PARTICIPATION IN MEETINGS

AC MEMBERS	Number of Participants	Cost per participant		Number/days of Meetings	TOTAL TRAVEL COSTS	TOTAL SUBSISTENCE COSTS	TOTAL
		Travel	Subsistence (per diem)				
B1.1. & B1.2. Travel and subsistence AC members							
GA + ExCom 8-9/5/18	26			2	5.895	4.306	10.201
Extraord Gen Ass + ExCom 6/11/18	24			2	6.522	1.224	7.747
ExCom 29/6/18	14			1	3.575	403	3.977
ExCom (and WG) 28+29/1/19	24			2	5.945	2.554	8.499
WG 11+12/6/18	18			2	7.229	2.802	10.032
WG Control Reg. 23/8/18	9			1	1.678	484	2.162
WG EBM 4/9/18	12			1	2.787	301	3.088
WG 26/9/18 (mtg with honorary chair)	3			1	349	422	771
WG (EBM) 13/3/19	12			1	2.738	315	3.053
Management team meetings 10.4.18 + 5.12.18	8			1	1.975	440	2.415
Focus group meetings 29.5.18 + 28.3.19	7			2	1.071	193	1.264
AC participation in external meetings (representation)	22			12	8.452	7.245	15.697
BALTI-FISH 28.6.18 + 5.9.18	3			2	1.158	985	2.143
Per Diem small scale	10			5	0	1.748	1.748
<b>TOTAL COST</b>					<b>49.375</b>	<b>23.422</b>	<b>72.797</b>

Notes:

ELIGIBLE COSTS - STAFF						
B1.3 & B.1.4. Travel and subsistence Staff	Staff	Number of Meetings	Travel	Subsistence	TOTAL	
Management mtg 10.4.18	Chairman	1	484	52	536	
ExCom+Gass 8+9/5/18	Chairman	2	695	481	1,176	
Joint WG 11+12/6/18	Chairman	1	519	293	811	
ExCom+BALTFISH 28+29/6/18	Chairman	2	419	379	797	
Workshop Thünen Inst 3/7/18	Chairman	1	649	241	890	
BALTFISH 5.9	Chairman	1	545	384	929	
Hon chair mtg 26.9.18	Chairman	1	876	51	927	
Extraord. GAss+ExCom 6.11.18	Chairman	2	123	115	238	
			0	0	0	
Baltic Checkpoint 11/4/18	Exec Sec	1	30	0	30	
EFARO on CFP + Blue Growth 23+28/5/18	Exec Sec	2	242	186	428	
Joint WG 11+12/6/18	Exec Sec	1	510	291	802	
BALTFISH 5.9.18	Exec Sec	1	401	40	441	
Extraord. GAss+ExCom 6.11.18	Exec Sec	2	327	107	434	
Plus transfer of difference not received (Cell G161)			2,425	0	1,223	
<b>Subtotal</b>			<b>8,246</b>	<b>2,618</b>	<b>10,864</b>	

**NON ELIGIBLE (paid by other resources) - STAFF**

B1.3 & B.1.4. Travel and subsistence Staff	Staff	Nbr.	SPENT Travel	SPENT Sub	RECEIVED	Difference not refunded
Baltic Checkpoint 11.4.18	Chairman	1	0	117	117	0
EFCA Advisory Board 9.10.18	Chairman	2	978	339	1,151	166
InterAC 16.10.18	Chairman	1	618	326	92	852
InterAC 16.10.18	Exec Sec	1	486	341	622	205
EFCA Advisory Board 27.2.19	Chairman	1	858	343	0	0
<b>Subtotal</b>			<b>2,941</b>	<b>1,467</b>	<b>1,983</b>	<b>2,425</b>

**SCIENTIFIC EXPERTS**

B1.5. & B.1.6. Travel and subsistence Experts	Name	Meeting date	Travel	Subsistence	TOTAL
Lennart Balk ExCom 29.1.19		29.1.19	86	87	173
Krzysztof Radkte ExCom 29.1.19		29.1.19	444	0	444
<b>Subtotal</b>			<b>530</b>	<b>87</b>	<b>617</b>

**B1.7. Other meeting costs**

Gift for Reine Johansson - departing as BSAC chair		9.5.18			30
Gift for Danish minister at GAssembly 9.5.18		9.5.18			13
Gift Estonian ministry of Env for mtg room 11th+12th June 2018		11.6.18			11
Gift for Acting chair S. Karnicki at end of function as acting chair for ExCom		6.11.18			11
Gift for Director of MIR for hosting BSAC meetings Gdynia 6.11.18 (but paid for meeting room)		6.11.18			17
Gifts to experts BSAC ExCom Theme mtg 29.01.19		29.1.19			139
<b>Total other costs</b>					<b>222</b>

**C1. Preparation of meetings**

C1.1 Rental costs	RENTAL COSTS		MEETING DAYS	TOTAL
	Rooms	Equipment		
EBM WG 4.9.18	251	0	1	251
Ext G Ass + ExCom 6.11.18	259	0	1	259
ExCom 29.1.19	251	0	1	251
EBM WG 13.3.19	251	0	1	251
<b>TOTAL COST</b>	<b>1.012</b>	<b>0</b>		<b>1.012</b>

C1.2 Meetings expenses (lunch, coffee,...)	Meeting days	Average cost	TOTAL
Lunch with auditor 6.4.18			26
Management mtg 10.4.18			188
Mtg with DK BALTFISH Pres 7.5.18			76
lunch Exec Sec + rapp 8.5.18			13
ExCom+Gass 8+9.5.18			2.927
BSAC hosted workshop with ICES on selectivity 22.5.18			795
Focus grp SCIP 29.5.18			163
WG 11+12.6.18			863
ExCom 28.6.18			1.195
Joint WG 23.8.18			615
BALTFISH Forum 5.9.18			22
EBM WG 4.9.18			991
Mtg with Honorary chair 28.9.18			355
Ext. G Ass + ExCom 6.11.18			1.434
Sec mtg with new chair			125
MT mtg 5.12.18			90
WG 28.1.19			1.305
ExCom + Theme mtg 29.1.19			3.090
Mtg with new auditor 14.2.19			14
EBM WG 13.9.18			1.004
IT visits 12.3.19 + 19.3.19			65
Focus Grp 28.3.19			224
<b>TOTAL COST</b>			<b>15.580</b>

**C2. Publication and Dissemination costs**

C2.1.Publication	NUMBER OF UNITS	UNIT COST	TOTAL
Publication of a newsletter	0	0	0
Announcements in Media at national, regional and local level (radio stations, TV, newspapers and magazines)	0	0	0
<b>TOTAL COST</b>			<b>0</b>

C2.2. Dissemination	NUMBER OF UNITS	UNIT COST	TOTAL
Copies / documentation			66
Mailing costs / documentation			0
Maintenance of website			911
<b>TOTAL COST</b>			<b>976</b>

**D. ESTIMATED OPERATING COSTS**

D1. Renting of office space				
	Monthly rental per m2	Monthly rent	Duration of contract period	Office rental over the contract period
Number of m2 35,13				
Reception + service charges at Axelborg				1.681
<b>TOTAL COST</b>				<b>1.681</b>

D2.1. Data processing equipment (hardware)				
TYPE OF EQUIPMENT	NOMINAL VALUE	Duration of contract period (months)	TOTAL	
Portable computers				
Computer				
Printers/copy machine/ fax				421
Establishment of internet-connection + firewall				
			<b>Subtotal</b>	<b>421</b>
TYPE OF EQUIPMENT	RENTING OR LEASING COSTS (Monthly)	Distribution key	Duration of contract period (months)	Cost over the contract period
				0
<b>TOTAL COSTS (D244+F246)</b>				<b>421</b>

D2.2. Software			
NAME OF EXPENDITURE	COSTS	Rate of utilization for project (distribution key)	TOTAL
Dropbox			123
MS Office			316
E-economic			345
Virus check (Jotta cloud)			127
Software maintenance (incl.Bitdefender)			1.325
<b>TOTAL COST</b>			<b>2.236</b>

D2.3. Hardware maintenance			
NAME OF EXPENDITURE	COSTS	Rate of utilization for project (%)	TOTAL
Hardware maintenance			1.829
<b>TOTAL COST</b>			<b>1.829</b>

D3. Overheads				
NAME OF EXPENDITURE	Monthly cost	Utilization for project (distribution key)	Duration of contract period (months)	Cost over the contract period
<b>D3.1.</b>				
Office equipment				60
			<b>Subtotal</b>	<b>60</b>
<b>D3.2.</b>				
Phone / fax/ mobile phone				867
Internet connection				841
			<b>Subtotal</b>	<b>1.708</b>
<b>D3.3.</b>				
Supplies / consumables				1.225
			<b>Subtotal</b>	<b>1.225</b>
<b>D3.4.</b>				
Mail				77
			<b>Subtotal</b>	<b>77</b>
<b>D3.5.</b>				
Cleaning				
Insurance				1.258
Banking costs				551
Other (specify) (newspaper)				512
			<b>Subtotal</b>	<b>2.321</b>
<b>TOTAL COST</b>				<b>5.391</b>

E. INTERPRETATION and TRANSLATION					
E1. Interpretation	Fees (total)	Total Nr of staff used	Languages	Nr of meetings	Total
E1.1. Interpreters	14.301	6	2	6	14.301
E1.2. Travel and subsistence	6.215	6	2	6	6.215
E1.3. Technician staff	1.267	4	2	6	1.267
E1.4. Equipment	6.554	4	2	6	6.554
				<b>Subtotal E1</b>	<b>28.336</b>
E2 Translation	nr of pages	cost per page	languages		
					0
					0
				<b>Subtotal E2</b>	<b>0</b>
<b>TOTAL COSTS</b>					<b>28.336</b>

F. OTHER CONTRACTS					
SERVICE	Tasks	Units	Cost per unit	Total eligible	Total not eligible
F.1. Rapporteur	Report meetings	12	2.877	34.526	
	Travel expenses	13	612	7.956	
	<b>Sub total F.1.</b>			<b>0</b>	<b>42.482</b>
F.2. Chair (GA and ExCom)	Prepare and chair meetings; prepare position papers and press releases (fee per meeting day)				
	Travel expenses				
	<b>Sub total F.2.</b>			<b>0</b>	
F.3. Chair (Working Groups)	Prepare and chair meetings; produce draft advice				
	Travel expenses				
	<b>Sub total F.3.</b>			<b>0</b>	
F.4. Audit	External audit	1	2.511	2.511	
	<b>Sub total F.4.</b>			<b>0</b>	<b>2.511</b>
F.5. Scientific consultants	Travel expenses	0	0	0	
	<b>Sub total F.5.</b>			<b>0</b>	
F.6. Other		0	0	0	
<b>TOTAL COSTS</b>				<b>44.993</b>	