



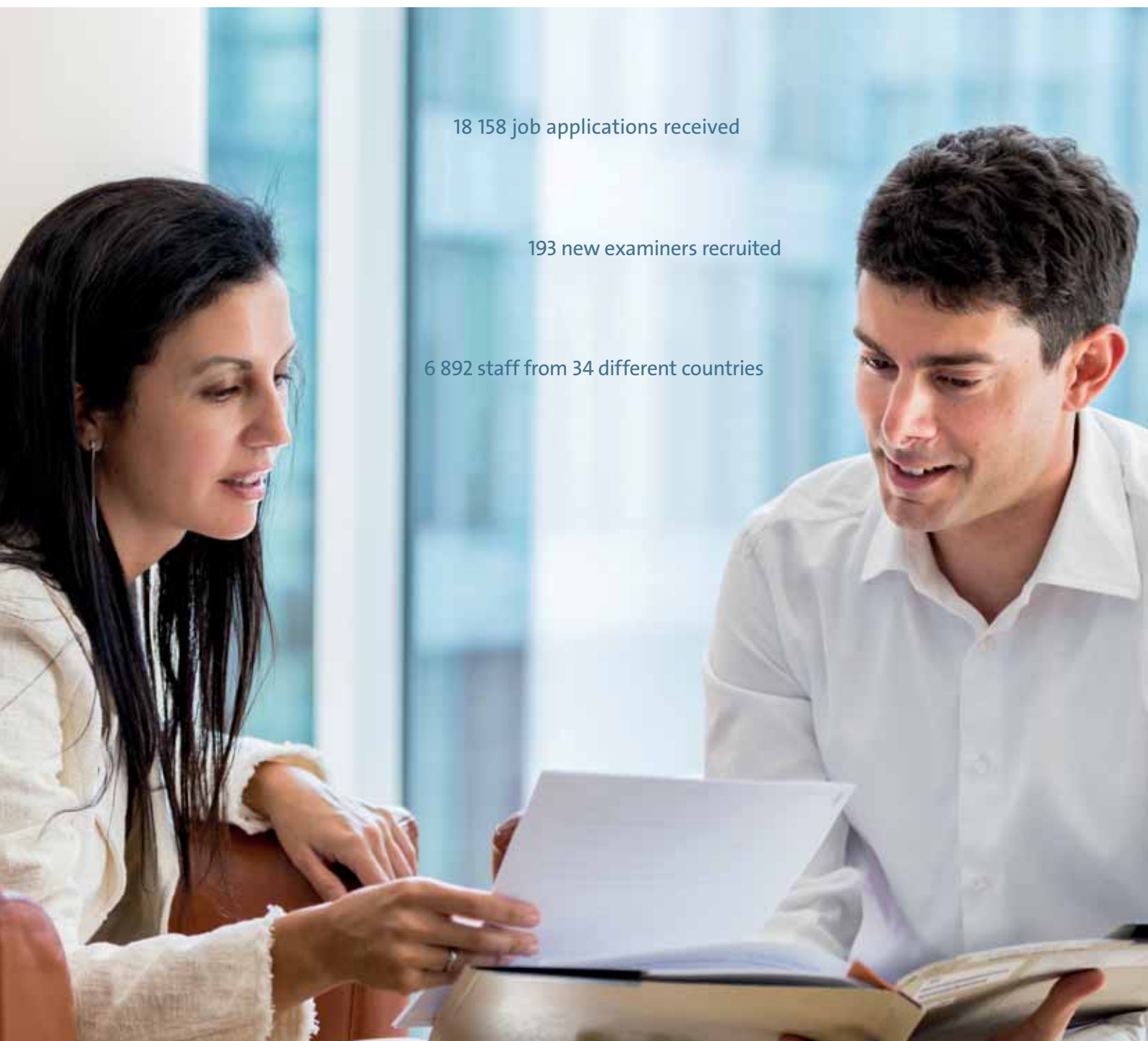
Europäisches
Patentamt
European
Patent Office
Office européen
des brevets

Social Report for the year **2014**

18 158 job applications received

193 new examiners recruited

6 892 staff from 34 different countries



Social Report for the year 2014

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Foreword

In 2014, the EPO performed remarkably well, further developing a solid and strong basis for facing current and future challenges. Production and global efficiency (in terms of products per FTE) increased again, while the high quality of our whole patent granting procedure was confirmed through the ISO 9001 certification.

These achievements have helped to strengthen the already healthy budgetary situation of the EPO, which has in turn allowed the organisation to continue to invest more in examiner recruitment. As such, the report shows that the number of new examiners recruited rose to 193, representing a 6% increase on the previous year.

But in order to maintain our incredibly talented pool of employees, the organisation has to be able to draw upon a wide selection of applicants. Figures this year indicate this is indeed the case and 2014 saw 23% more external applicants apply for jobs than in 2013. We are also continuing to attract applicants from right across our Member States, with employees now coming from 34 different countries.

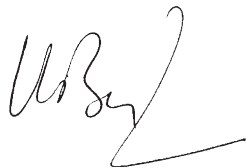
To ensure sustainable performance and success, the Organisation is fully committed to ensuring best-in-class working conditions for all EPO employees, as a reward for their exceptional expertise and their commitment to achieving the goals of the organisation. Compared with the previous year, there has been a marked increase in training, especially in e-learning, which offers employees renewed flexibility. It is that flexibility itself that has become, and continues to be, an integral part of working life at the EPO, with Part-Time-Home-Working rising by 33%.

As in previous years, the Social Report 2014 highlights the continuing ability of the EPO to offer a competitive and stable social package. It also provides a comprehensive overview of staff and other working conditions at the EPO. Using a set of indicators, it compares the situation in 2014 with the previous year to show developments and trends. In line with last year's report, the 2014 edition is arranged in seven main sections, covering all major social issues, such as remuneration, working conditions and social dialogue.

By providing concise and factual information across these seven sections, this report is the document of reference on social issues. It enables all the different players involved in social dialogue to have a common understanding of what we have achieved so far and the challenges we face.

In 2014 significant reforms and changes were introduced to address those challenges, in line with the strategic orientations set out in the roadmaps approved by the Administrative Council. As the report shows, the implementation of the HR Roadmap is producing tangible results, such as a stable decrease in sick leave and a 32% reduction in management reviews over the previous year, with only about 43% of those progressing to the internal appeal stage. These measures are essential for improving the working environment at the Office and they are creating a solid and sustainable framework for financing our long term liabilities and the challenges ahead.

While the trends contained in this document present us with a great deal of evidence to support the continuing implementation of our HR Roadmap, we can also use the information to look ahead. The Social Report 2014 is an essential tool for helping us to identify further actions for improving working conditions and, more generally, the Organisation as a whole.

A handwritten signature in black ink, appearing to read 'B. Battistelli', with a long horizontal stroke extending to the right.

Benoît Battistelli,
President of the European Patent Office

Employment and professional development

1. Employment and professional development

This section deals with the structure of the staff at the EPO and provides breakdowns of employees by site, by function, by age, by gender and by nationality.

Key data is presented regarding recruitment, internal mobility, training and personal development.

Statistics are also provided on the main reasons for the termination of active service at the EPO.

1.1 Total number of employees working at the EPO

At the end of 2014, 6 892 employees were working at the EPO. The total number of employees increased by 1.1% compared to the previous year.

Table 1:

Change in total number of employees working at the EPO, 2013-2014

	2013	2014	Variation
Headcounts at 31 Dec	6 814	6 892	+1.1%
FTE (Full-Time Equivalent)	6 737	6 865	+1.9%

Source: FIPS

1.2 Breakdown of employees by function

At the end of 2014, 4 393 employees were working as examiners or as members of the boards of appeal, representing 64% of the total EPO workforce. The remaining employees were involved in patent procedures support and other activities such as legal services, human resources, procurement or facility management.

The total number of staff increased by 1.1 %. While the number of examiners and members of board of appeal rose by 2.7 % in comparison to 2013, the number of employees in the patent procedure support areas and other functions fell by 1.5%.

Table 2:

Breakdown of number of employees (in headcount) by type of function, 2013-2014

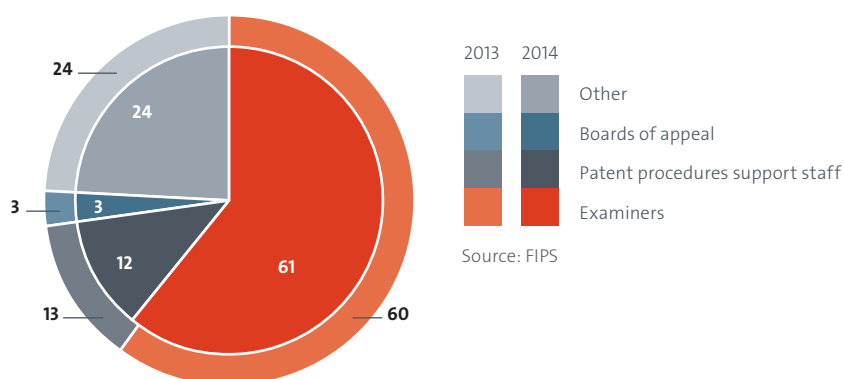
Function	31 Dec 13	31 Dec 14	Variation
Examiners	4 112	4 221	+2.7%
Members of boards of appeal	166	172	+3.6%
Patent procedures support	883	847	-4.1%
Other	1 653	1 652	-0.1%
Total	6 814	6 892	+1.1%

Source: FIPS

Graph 1:

Change in breakdown of employees by type of function, 2013-2014

in %



1.3 Breakdown of employees by site

The employees of the EPO are spread across five different sites: Munich, The Hague, Berlin, Vienna and Brussels.

Munich and The Hague are the two largest sites. At the end of 2014, 3 823 employees (55% of total staff) were working in Munich and 2 690 (39% of total staff) in The Hague.

Table 3:

Breakdown of number of employees (in headcount) by site, 2013-2014

Site	31 Dec 2013	31 Dec 2014	Variation
Munich	3 771	3 823	+1.4%
The Hague	2 658	2 690	+1.2%
Berlin	272	269	-1.1%
Vienna	109	106	-2.7%
Brussels	4	4	0.0%
Total	6 814	6 892	+1.1%

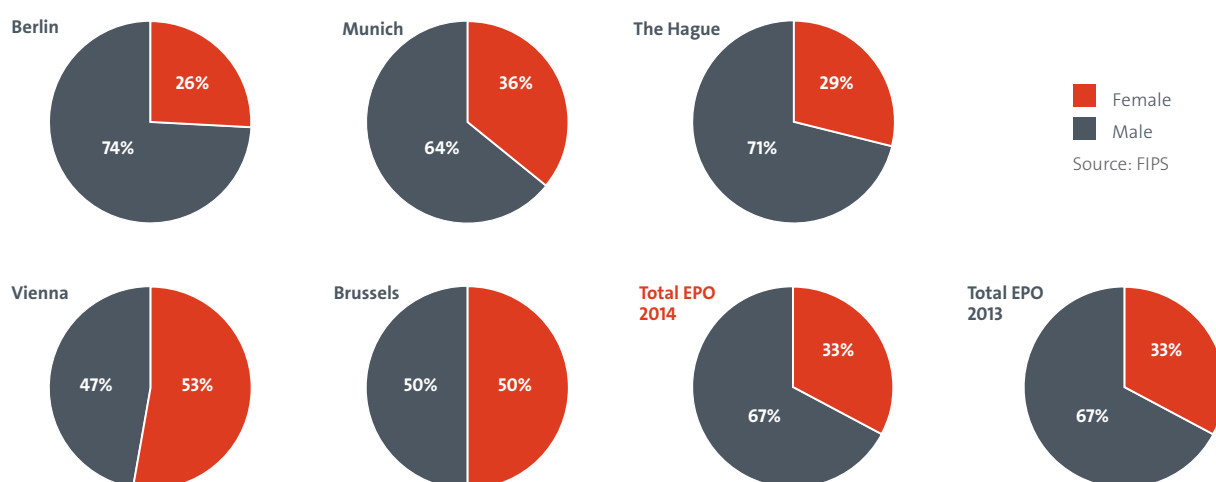
Source: FIPS

1.4 Breakdown of employees by gender

At the end of 2014, 33% of total EPO staff were women. The proportion of women varies by site, ranging from 26% in Berlin up to 53% in Vienna.

Graph 2:

Change in breakdown of employees by gender, 2014



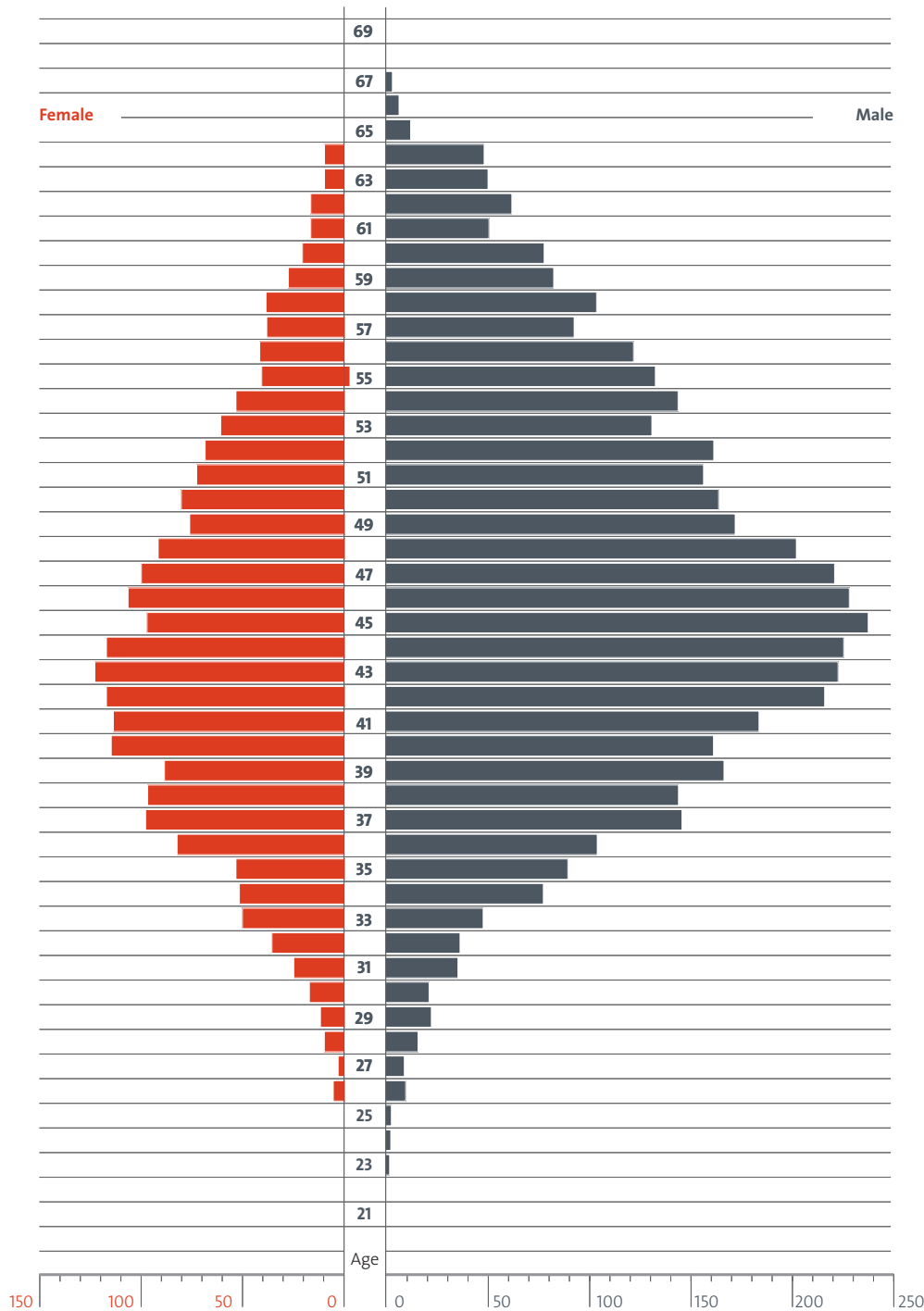
Please note that the employees in Brussels are administratively grouped with Munich in the tables to follow.

1.5 Breakdown of employees by age

The average age of an EPO staff member is 45.9 years (versus 46.5 in 2013). 53% of total staff is between 36 and 48 years old.

Graph 3:

Age pyramid of EPO staff, 31 Dec 2014



Source: FIPS

Table 4:

Change in number of employees by nationality, 2013-2014

Nationality	31 Dec 2013	31 Dec 2014	Variation
German	1 862	1 886	+1.29%
French	1 244	1 256	+0.96%
Dutch	548	535	-2.37%
Italian	517	535	+3.48%
Spanish	480	490	+2.08%
British	475	469	-1.26%
Belgian	333	332	-0.30%
Austrian	229	229	0.0%
Greek	182	191	+4.95%
Romanian	133	135	+1.50%
Swedish	116	115	-0.86%
Portuguese	101	105	+3.96%
Irish	80	80	+0.00%
Swiss	69	70	+1.45%
Danish	69	70	+1.45%
Polish	68	73	+7.35%
Luxembourg	60	60	0.00%
Finnish	49	49	0.00%
Bulgarian	41	43	+4.88%
Hungarian	31	32	+3.23%
Turkish	31	34	+9.68%
Czech	22	25	+13.64%
Slovak	20	21	+5.00%
Slovenian	16	16	0.00%
Cypriot	9	10	+11.11%
Estonian	7	7	0.00%
Latvian	6	6	0.00%
Croatian	5	5	0.00%
Lithuanian	5	6	+20.00%
Icelandic	2	2	0.00%
Maltese	2	2	0.00%
Albanian	1	1	0.00%
Serbian	1	1	0.00%
FYROM*	0	1	—
Liechtenstein	0	0	—
Monegasque	0	0	—
Norwegian	0	0	—
San Marino	0	0	—
Total	6 814	6 892	+1.14%

* Former Yugoslav Republic of Macedonia

Source: FIPS

Table 5:

Comparison between nationality representation of EPO employees and population of EPC countries

Nationality	EPO employees, 31 Dec 2014	In % of total EPO	Population of EPC countries (in million), 1 Jan 2014	In % of total EPC population	Patent applications per country of residence of the applicant ²
German	1 886	27.37%	80.78	13.24%	25 621
French	1 256	18.22%	65.86	10.80%	10 557
Italian	535	7.76%	60.78	9.97%	3 613
Dutch	535	7.76%	16.83	2.76%	6 844
Spanish	490	7.11%	46.51	7.63%	1 456
British	469	6.81%	64.31	10.54%	4 687
Belgian	332	4.82%	11.20	1.84%	1 900
Austrian	229	3.33%	8.51	1.40%	1 963
Greek	191	2.77%	10.99	1.80%	87
Romanian	135	1.96%	19.94	3.27%	28
Swedish	115	1.67%	9.64	1.58%	3 837
Portuguese	105	1.53%	10.43	1.71%	112
Irish	80	1.16%	4.60	0.75%	608
Polish	73	1.06%	38.50	6.31%	475
Swiss	70	1.02%	8.14	1.33%	6 833
Danish	70	1.02%	5.63	0.92%	1 973
Luxembourg	60	0.87%	0.55	0.09%	463
Finnish	49	0.71%	5.45	0.89%	2 193
Bulgarian	43	0.62%	7.25	1.19%	32
Turkish	34	0.49%	76.67	12.57%	402
Hungarian	32	0.46%	9.88	1.62%	110
Czech	25	0.36%	10.51	1.72%	167
Slovak	21	0.30%	5.42	0.89%	28
Slovenian	16	0.23%	2.06	0.34%	123
Cypriot	10	0.15%	0.86	0.14%	47
Estonian	7	0.10%	1.32	0.22%	36
Lithuanian	6	0.09%	2.94	0.48%	24
Latvian	6	0.09%	2.00	0.33%	12
Croatian	5	0.07%	4.25	0.70%	8
Maltese	2	0.03%	0.43	0.07%	55
Icelandic	2	0.03%	0.33	0.05%	41
Serbian	1	0.01%	7.15	1.17%	11
Albanian	1	0.01%	2.90	0.48%	3
FYROM**	1	0.01%	2.07	0.34%	1
San Marino***			0.03	0.00%	6
Norwegian			5.11	0.84%	525
Monegasque*			0.04	0.01%	22
Liechtenstein			0.04	0.01%	277
Total	6 892	100.00%	609.91	100.00%	75 180

Source: FIPS, Eurostat (as of 1 Jan 2014), except for Monaco, San Marino.

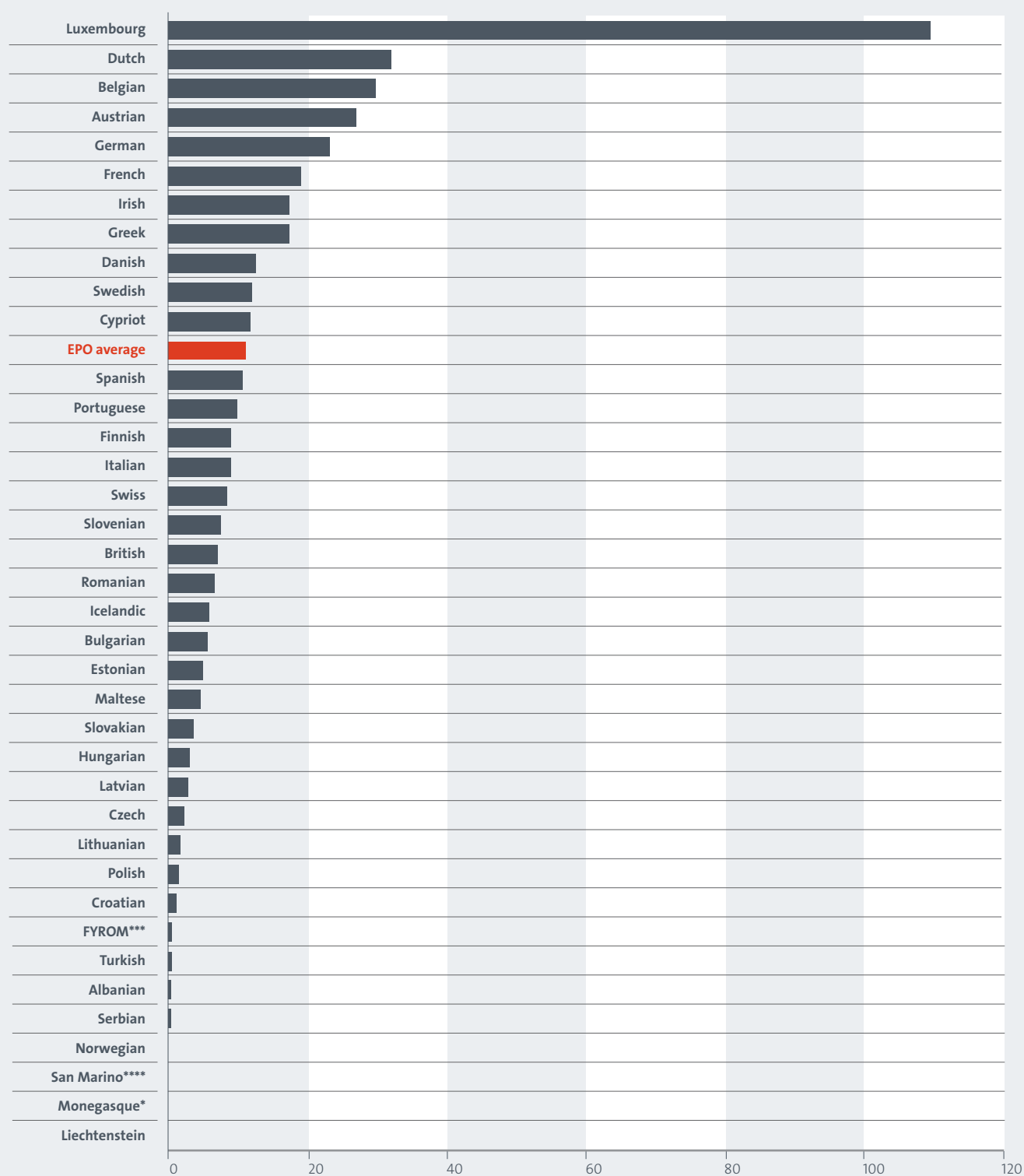
* Population at 31 Dec 2013 provided by Monegasque Institute for Statistics and Economic Studies (IMSEE)

** Former Yugoslav Republic of Macedonia

*** Population as of January 2014 provided by the Secretariat of State for Foreign and Political Affairs of the Republic of San Marino (<http://www.esteri.sm>)² EPO website: "European patent applications filed with the EPO"

Graph 5:

Number of EPO employees per million inhabitants in EPC countries



Source: same as Table 5

This graph compares the number of EPO employees holding the nationality of a country to the size of the country's population (in millions). For example, 1 886 Germans employed at the EPO compared to 80.78 million inhabitants in Germany in 2014 gives a ratio of 23.35.

Table 6:

Grouping of different nationalities at EPO sites, 31 Dec 2014

Site	Share of employees holding a nationality of a country other than that in which they are serving	Number of nationalities represented
Munich*	65%	32
The Hague	84%	30
Berlin	66%	21
Vienna	69%	18
Total EPO sites	73%	34

* including employees based in Brussels

Source: FIPS

Table 7:

Breakdown of different nationalities at EPO sites, 31 Dec 2014

Nationality	Berlin	% of total at site	Munich*	% of total at site	The Hague	% of total at site	Vienna	% of total at site
German	91	33.8%	1 330	34.8%	440	16.4%	25	23.6%
French	53	19.7%	640	16.7%	554	20.6%	9	8.5%
Italian	15	5.6%	342	8.9%	176	6.6%	2	1.9%
Spanish	24	8.9%	261	6.8%	197	7.3%	8	7.6%
British	22	8.2%	256	6.7%	181	6.7%	10	9.5%
Austrian	9	3.3%	150	3.9%	37	1.4%	33	31.1%
Greek	5	1.9%	100	2.6%	85	3.2%	1	1.0%
Dutch	3	1.1%	98	2.6%	433	16.1%	1	1.0%
Belgian	5	1.9%	82	2.1%	240	8.9%	5	4.7%
Romanian	1	0.4%	73	1.9%	59	2.2%	2	1.9%
Swedish	16	5.9%	72	1.9%	27	1.0%		0.0%
Irish	3	1.1%	55	1.4%	21	0.8%	1	0.9%
Swiss	4	1.5%	48	1.3%	18	0.7%		0.0%
Danish	1	0.4%	44	1.2%	25	0.9%		0.0%
Polish	5	1.9%	39	1.0%	28	1.0%	1	0.9%
Portuguese	5	1.9%	37	1.0%	63	2.3%		0.0%
Luxembourg	1	0.4%	36	0.9%	21	0.8%	2	1.9%
Finnish	1	0.4%	32	0.8%	15	0.6%	1	0.9%
Bulgarian	0	0.0%	28	0.7%	15	0.6%		0.0%
Hungarian	0	0.0%	17	0.4%	14	0.5%	1	0.9%
Slovak	0	0.0%	16	0.4%	3	0.1%	2	1.9%
Czech	2	0.7%	15	0.4%	8	0.3%		0.0%
Turkish	1	0.4%	15	0.4%	17	0.6%	1	0.9%
Slovenian	0	0.0%	12	0.3%	3	0.1%	1	0.9%
Cypriot	2	0.7%	7	0.2%	1	0.0%		0.0%
Estonian	0	0.0%	6	0.2%	1	0.0%		0.0%
Lithuanian	0	0.0%	6	0.2%		0.0%		0.0%
Latvian	0	0.0%	4	0.1%	2	0.1%	0	0.0%
Croatian	0	0.0%	2	0.1%	3	0.1%	0	0.0%
Maltese	0	0.0%	2	0.1%	0	0.0%	0	0.0%
Albanian	0	0.0%	1	0.0%	0	0.0%	0	0.0%
FYROM*	0	0.0%	1	0.0%	0	0.0%	0	0.0%
Icelandic	0	0.0%		0.0%	2	0.1%	0	0.0%
Serbian	0	0.0%		0.0%	1	0.0%	0	0.0%
TOTAL	269	100.0%	3 827	100.0%	2 690	100.0%	106	100.0%

1.7 Breakdown of employees by permanent and contract staff

Contract staff are appointed on the basis of a fixed-term contract. They account for less than 3% of total staff. The number of contract staff has increased for examiners in order to allow them time to bring their languages up to the minimum required level. Once the language requirements are met, examiners on contract become permanent (decision CA/84/08).

33% of staff are female (50% in the non-examiner area and 23% in the examiner area).

Table 8:

Change in number of permanent and contract staff, 2013-2014

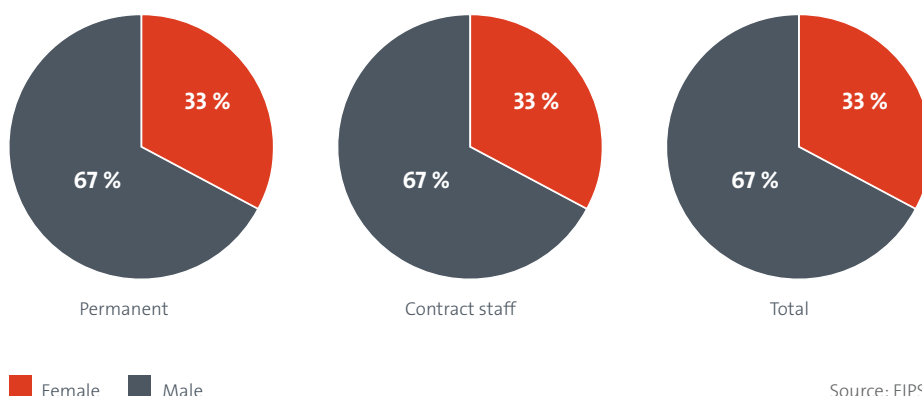
Headcount	Function	31 Dec 2013	31 Dec 2014	Variation
Permanent staff	Examiners	4 057	4 126	+1.7%
	Patent procedures support staff	882	847	-4.0%
	Other	1 584	1 576	-0.5%
Total permanent staff		6 523	6 549	+0.4%
Contract staff	Examiners*	55	95	+72.7%
	Patent procedures support staff	0	0	—
	Other	69	76	+10.1%
Total contract staff		124	171	+37.9%
	Members of boards of appeal	166	172	+3.61%
Total Members of boards of appeal		166	172	+3.61%
Total		6 814	6 892	+1.1%

* Following decision CA/84/08

Source: FIPS

Graph 6:

Breakdown of permanent and contract staff by gender, 31 Dec 2014



Source: FIPS

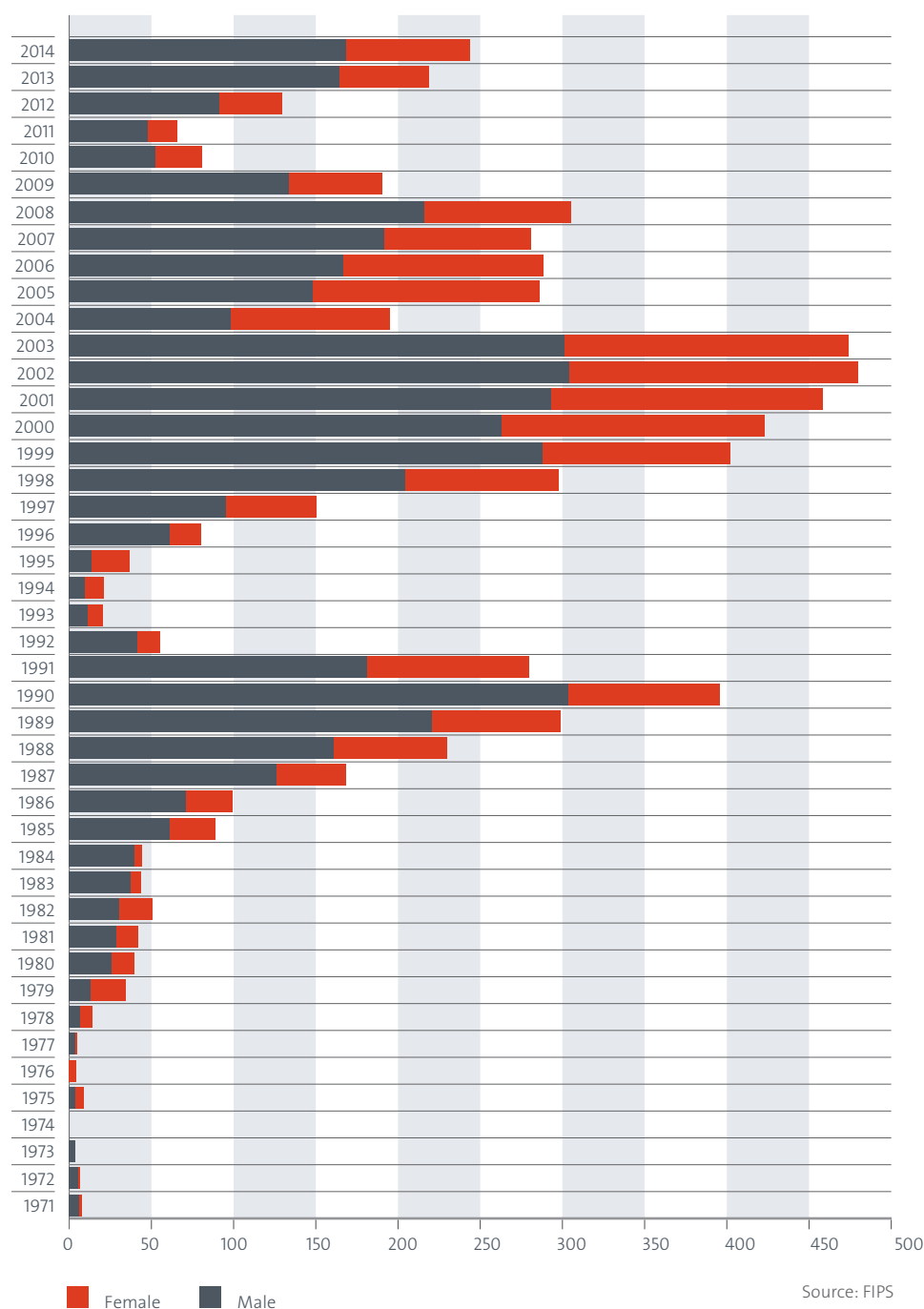
1.8 Breakdown of employees by length of service at the EPO

More than 60% of EPO staff were recruited between 1998 and 2009.

30% of current EPO staff joined the organisation between 1999 and 2003. During that period, recruitment increased sixfold in relation to the previous five years (1994-1998), when there had been a freeze in recruitment.

Graph 7:

Number of employees by year of recruitment at the EPO, 31 Dec 2014



1.9 Breakdown of employees by category, grade and gender

Staff in category A are mainly examiners, administrators and lawyers:

- Staff in grades A3 and A4 account for 75% of staff in category A;
- On average, 24% of A-grade staff are female. The percentage of female staff in A5 (directors) is 15%.

Staff in category B are mainly administrative employees:

- 63% of staff in category B are female, mostly concentrated across grades B3 and B4;
- Males are predominant in the B6 grade (supervisors), accounting there for 60% of the total.

Staff in category C are mainly service employees:

- 90% of staff in category C are in the C4 and C5 grade;
- 91% of staff in category C are male.

Table 9:

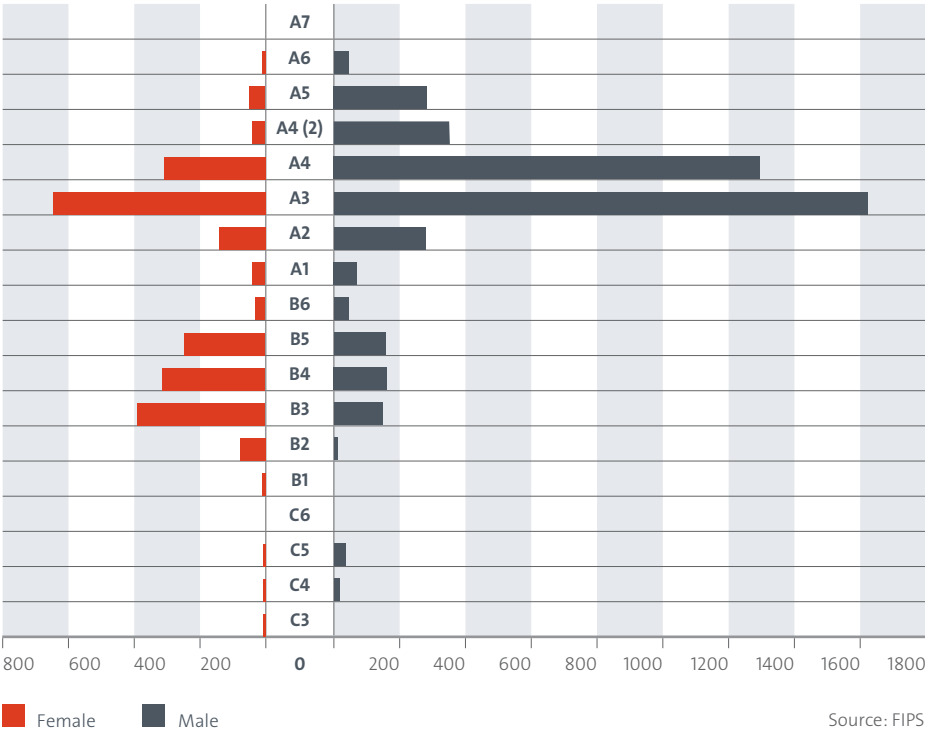
Breakdown of employees by category and grade, 31 Dec 2014

Grade	Headcount 31 Dec 2013	Headcount 31 Dec 2014	Variation	% of total EPO staff	% of total in category
A7	6	6	+0.00%	0.09%	0.12%
A6	57	55	-3.51%	0.80%	1.06%
A5	344	340	-1.16%	4.93%	6.53%
A4(2)	379	397	+4.75%	5.76%	7.62%
A4	1 484	1 602	+7.95%	23.24%	30.73%
A3	2 278	2 268	-0.44%	32.91%	43.53%
A2	435	425	-2.30%	6.17%	8.16%
A1	93	117	+25.81%	1.70%	2.25%
Total A	5 076	5 210	+2.64%	75.60%	100.00%
B6	87	83	-4.60%	1.20%	5.17%
B5	383	404	+5.48%	5.86%	25.19%
B4	476	479	+0.63%	6.95%	29.86%
B3	530	536	+1.13%	7.78%	33.42%
B2	171	96	-43.86%	1.39%	5.99%
B1	7	6	-14.29%	0.09%	0.37%
Total B	1 654	1 604	-3.02%*	23.27%	100.00%
C6	3	2	-33.33%	0.03%	2.56%
C5	39	42	+7.69%	0.61%	53.85%
C4	32	28	-12.50%	0.41%	35.90%
C3	9	6	-33.33%	0.09%	7.69%
C2	1		-100.00%		
Total C	84	78	-7.14%	1.13%	100.00%
Total EPO	6 814	6 892	1.14%	100.00%	

* In line with the efficiency model, the recruitment of B-grade staff is very low. Efforts are being made to cover the needs of the Office by internal redeployment.

Source: FIPS

Graph 8:
Distribution of employees by gender and grade, 31 Dec 2014



1.10 Job opportunities: number of vacancies

Table 10:

Number of vacancies by publication type and by career group, 2013-2014

Publication types	Career group	2013	2014	Variation
Internal publications	A6	4	5	25%
	A5	6	5	-17%
	A4/1	26	19	-27%
	B6/4	6	10	67%
	B5/1	82	63	-23%
	C5/1	1	0	-100%
	Total	125	102	-18%
Internal/external publications	A6	0	2	–
	A5	19	7	-63%
	A4/1	39	36	-8%
	B6/4	2	0	-100%
	B5/1	5	3	-40%
	Total	65	48	-26%
Total		190	150	-21%

Note: One open vacancy may correspond to multiple recruitments (examiner posts).
 Note: A7 vacancies are subject to specific procedures not recorded in CADABRA.

Source: CADABRA

Table 11:

Number of applications, 2014

Site	Examiners	Non-examiners	Total
Munich	6 461	5 295	11 756
The Hague	4 290	1 914	6 204
Berlin	188	3	191
Vienna	0	7	7
Total	10 939	7 219	18 158

Source: CADABRA

18 158 applications were received in 2014, a 23% increase over 2013.

1.11 External recruitment

In 2014, 240 people were recruited at the EPO, an 8.1% increase over the previous year.

The great majority of hires (80% against 83% in 2013) were examiners and administrators (A4/A1 career group). More than 69% of hires were male (75% in 2013).

The average age of staff hired in 2014 was 34.3 years (35 years in 2013).

Table 12:

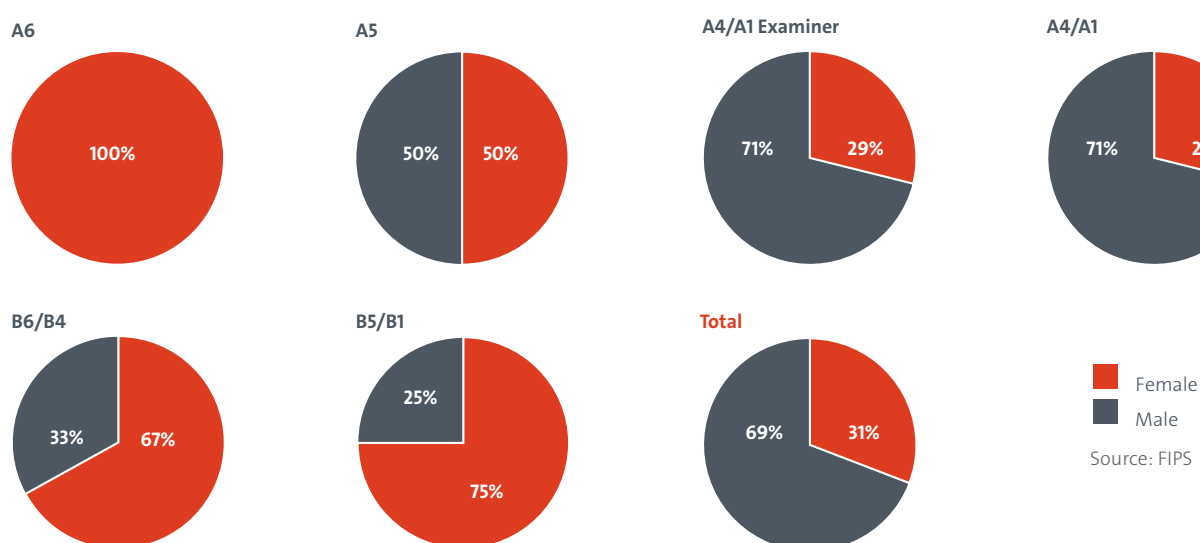
Breakdown of external recruitment, 2013-2014

Function	Career group	2013	2014	Variation
Boards of appeal	A5	2	2	0.0%
Examiners	A4/A1	182	193	+6.0%
Other	A7	0	0	—
	A6	0	1	—
	A5	5	2	-60.0%
	A4/A1	27	35	+29.6%
	B6/B4	0	3	—
	B5/B1	6	4	-33.3%
	Other Total	38	45	+18.4%
Total		222	240	+8.1%

Source: FIPS

Graph 9:

Breakdown of external recruitment by gender and career group, 2014



Source: FIPS

Table 13:

Number of new hires by nationality, 2013-2014

Nationality	2013	2014	Share	Variation
German	52	82	34.2%	+58%
French	42	42	17.5%	0%
Italian	19	22	9.2%	+16%
Spanish	19	18	7.5%	-5%
Greek	18	11	4.6%	-39%
Dutch	10	11	4.6%	+10%
British	7	10	4.2%	+43%
Belgian	8	7	2.9%	-13%
Austrian	5	6	2.5%	+20%
Polish	4	5	2.1%	+25%
Romanian	6	4	1.7%	-33%
Portuguese	10	4	1.7%	-60%
Czech		3	1.3%	—
Turkish	3	3	1.3%	0%
Bulgarian	3	2	0.8%	-33%
Swiss	1	2	0.8%	+100%
Serbian	1	1	0.4%	0%
FYROM		1	0.4%	—
Slovak	1	1	0.4%	0%
Finnish	1	1	0.4%	0%
Lithuanian	1	1	0.4%	0%
Danish		1	0.4%	—
Cypriot		1	0.4%	—
Hungarian	1	1	0.4%	0%
Irish	3		0.0%	-100%
Albanian	1		0.0%	-100%
Croatian	2		0.0%	-100%
Icelandic	1		0.0%	-100%
Luxembourg	1		0.0%	-100%
Slovenian	2		0.0%	-100%
Total	222	240	100.0%	+8%

1.12 Appointments and promotions

EPO employees can be either promoted, on a decision of the President following a recommendation by the Promotion Board, or appointed to another post following a selection procedure (Article 49 of the Service Regulations).

In 2014 a total of 567 staff were either promoted or appointed (against 480 in 2013). This represents 8.2% of total staff. 96.5% of those staff were promoted, while the remaining 3.5% were appointed.

Table 14:

Number of employees appointed or promoted, 2013-2014

	Career group	Female	Male	Total 2014	Total 2013	Variation
Appointment	A6	2	2	4	5	-20%
	A5	2	8	10	23	-57%
	A4/A1	0	2	2	5	-60%
	B6/B4	0	0	0	1	-100%
	B5/B1	0	2	2	1	+100%
	C6/C4	0	1	1	0	—
Appointment Total		4	15	19	35	-46%
Promotion	A4/A1	115	296	411	321	+28%
	B6/B4	32	21	53	51	+4%
	B5/B1	59	18	77	66	+17%
	C6/C4	0	0	0	2	-100%
	C5/C1	0	7	7	5	+40%
Promotion Total		206	342	548	445	+23%
Total		210	357	567	480	+18%

Source: FIPS

1.13 Training

The total budget for training in 2014 was EUR 11.8 million (12 million in 2013). 76% of the budget allocation was effectively spent.

The total amount of training time was 231 954 hours, an increase of 13% over 2013. The increase is mainly due to training for newcomers. In addition, 24 219 hours of e-learning were performed, an increase of 33% over 2013.

Table 15:

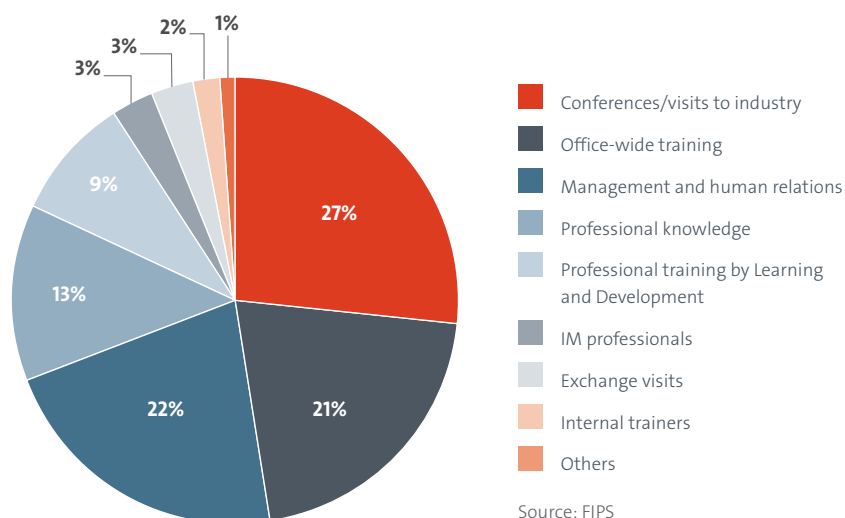
Training expenditure planned and incurred (in EUR), 2013-2014

	2013			2014		
	Planned	Spent	% spent	Planned	Spent	% spent
Total expenditure	12 065 000	8 486 776	70%	11 880 000	9 020 727	76%

Source: FIPS

Graph 10:

Breakdown of training expenditure in 2014



Source: FIPS

Table 16:

Indicators related to training activities, 2013-2014

Training indicators	2013	2014	Variation
Number of employees having received at least one training activity (in headcount)	4 880	4 602	-5.7%
Share of employees having received at least one training activity (in % of total EPO staff)	72%	67%	
Average training expenses spent per employee in relation to all staff (in EUR)	1 245	1 309	+5.1%
Average training expenses spent per employee having received at least one training activity (in EUR)	1 739	1 960	+12.7%

Source: FIPS

1.14 Duty travel

Table 17:

Number of duty travel trips made, 2013-2014³

Trip purpose	2013			2014			Variation		
	Trips	Staff	Expenses	Trips	Staff	Expenses	Trips	Staff	Expenses
Business	6 003	1 313	7 219 490	5 849	1 352	6 893 462	-3%	+3%	-5%
Training	4 301	2 546	5 681 278	4 163	2 390	5 933 751	-3%	-6%	+4%
Combined missions	359	277	589 528	342	243	534 170	-5%	-12%	-9%
Total	10 663	4 136	13 490 296	10 354	3 985	13 361 383	-3%	-4%	-1%

In 2014, about 20% of staff travelled for business purposes, 35% for training, for a total of 10 354 trips.

³ Please note that the figures vary slightly from what has been reported in 2013. This is due to retroactive adjustments and to the application of a more accurate calculation method.

1.15 Termination of active service at the EPO, including invalidity

183 persons ended active service at the Office in 2014. The primary reason for ending active service was retirement (78% of the cases).

In 2014, the turnover rate at the EPO was 2.6%, against 2.5% in 2013.

Table 18:

Breakdown of employees ending active service, 2013-2014

Reason	2013	% of total in 2013	2014	% of total in 2014	Variation
Retirement	108	56%	143	78%	+32%
Resignation	17	9%	16	9%	-6%
End of contract	47	25%	7	4%	-85%
Invalidity	12	6%	11	6%	-8%
Other*	7	4%	6	3%	-14%
Total	191	100%	183	100%	-4%

* Other includes: deceased or dismissed

Source: FIPS

In 2013, the average retirement age was 63.1 years; the 2014 figure is 62.7 years.

At the end of 2014, 20 people were not in active service because they were on secondment or on long-term (over 6 months) unpaid leave.

Remuneration

2. Remuneration⁴

In 2014, the total expenditure for basic salaries and allowances was EUR 865 million. This includes EUR 670 million (77% of the total) for basic salaries.

2.1 Payroll for the year and average basic salary

Table 19:

Basic salary paid, 2014

Category	Total basic salaries paid in 2014	Variation compared to 2013	Average basic salary paid in 2014	Basic salary ranges 2014, as per salary scale	
				Lowest	Highest
A	561 179 544	+5.28%	8 972	5 125	15 555
B	105 180 736	-0.14%	5 464	2 992	8 173
C	4 515 458	-5.56%	4 824	2 680	5 889
Total	670 560 738	+4.31%	8 107		

Source: FIPS

In 2014, the total amount paid as basic salary was 4.3% more than in 2013. The increase is driven by the basic salaries for the A category and is due to the combined effect of several factors (increase in A-grade staff, salary adjustment, increase in the number of staff of higher grades in the A category).

The EPO has three categories of staff⁵:

- staff in category A are mainly examiners, administrators, lawyers and managers;
- staff in category B are mainly administrative employees;
- staff in category C are mainly service employees.

Please note that for simplification, the average of the salary tables of Germany and the Netherlands has been taken for the lowest and the highest basic salaries.

The following adjustments of the salary scales were applied from 1 July 2014:

Austria: +0.9%

Belgium: +1.8%

Germany: +1.4%

Netherlands: +0.9%

⁴ All values in EUR

⁵ Detailed definition in the glossary

2.2 Comparison of the 10th and 90th percentiles

The 10% highest-paid employees earn monthly full basic salaries⁶ at or above EUR 11 776 (90th percentile). The 10% lowest paid employees earn monthly full basic salaries at or below EUR 5 292 (10th percentile). The ratio between the 90th and 10th percentiles is therefore 2.2.

2.3 Allowances and benefits

In 2014, in addition to basic salaries, EUR 194 million was paid in allowances and benefits (22% of total remuneration). This includes EUR 88 million paid as expatriation allowance to the 66% of total staff with expatriate status (Article 72 of the Service Regulations).

⁶ Not allowing for deductions for part-time working and absences leading to salary deductions.

Table 20:

Allowances and benefits paid, 2013-2014⁷

Category	Detailed category	2013	2014	Variation
Family	Dependants' allowance	29 077 776	30 187 710	+3.82%
	Household allowance	28 194 031	29 686 528	+5.29%
	Childcare allowance	4 095 245	4 143 677	+1.18%
	Education allowance*	17 810 938	27 931 720	+56.82%
	Parental/family leave allowance	1 153 909	1 173 230	+1.67%
	Birth grant	167 527	192 960	+15.18%
Work-related	Overtime and shift allowance	1 872 924	1 926 940	+2.88%
	Rent allowance	1 097 063	1 023 804	-6.68%
	Installation allowance	1 516 263	1 680 768	+10.85%
	Removal expenses	1 154 401	1 188 894	+2.99%
	Language allowance	180 755	107 428	-40.57%
	Travel expenses	59 355	69 302	+16.76%
	Acting allowance	29 092	11 768	-59.55%
	Miscellaneous**	630 030	664 867	+5.53%
Expatriation	Expatriation allowance	84 382 055	88 453 048	+4.82%
	Home leave	3 735 465	3 968 866	+6.25%
Termination	Severance grant	2 357 364	1 345 970	-42.90%
	Salary savings plan payment	558 984	279 404	-50.02%
	Dismissal compensation	25 145	61 431	+144.31%
	Termination indemnity	349 097	107 355	-69.25%
Total		178 447 421	194 205 670	+8.83%

Source: FIPS

* The increase in education allowance expenditure in 2014 is due to a change in the invoicing system at the EPO effective as from 2013. Between 2014 and 2012 it increased by 15%.

** Miscellaneous allowances include: Reserve status allowance, Representation allowance, Housing allowance, Promotion compensation, Employer's contribution to National Insurance Scheme, Temporary fixed allowance, Various allowances.

Please note that staff are entitled to different allowances according to their specific circumstances, in line with the provisions of the EPO Service Regulations.

The considerable decrease in payments relating to termination of the salary savings plan is due to temporary contracts being terminated in 2013, which also explains the decrease in termination indemnity payments.

⁷ The invalidity allowance is not included under allowances and benefits in section 2.3, but shown separately in section 3.3.

In addition to the above, the EPO directly contributes to the budget of the European School Munich and subsidises places in various crèches:

Table 21:

Contribution to crèches and to the European School Munich (ESM)

Type of expenditure	2013	2014	Variation
Subsidies to crèches*	857 740	791 830	-7.68
European School Munich**	19 028 602	20 780 338	+9.20

* Provision of childcare facilities exclusively for EPO staff.

Source: FIPS

** Compared to last year's report, the figures represent actual expenditure for each year.

A typical examiner in grade A3 step 9 (the most frequent step in grade A3⁸), working in Germany, married, with the spouse not gainfully employed, two dependent children and expatriate status, can expect a total net monthly remuneration of approximately **EUR 10 988**, made up of:

– Basic salary:	9 021 EUR
– Household allowance:	541 EUR
– Expatriation allowance:	1 987 EUR
– Dependants' allowance:	650 EUR
– Total deductions ⁹ :	- 1 211 EUR

The same employee working in the Netherlands can expect a total net monthly remuneration of approximately **EUR 10 997**, made up of:

– Basic salary:	9 028 EUR
– Household allowance:	542 EUR
– Expatriation allowance:	1 988 EUR
– Dependants' allowance:	651 EUR
– Total deductions ¹⁰ :	- 1 212 EUR

8 22% of employees in grade A3 (December 2014).

9 Deductions include contributions to health insurance, pension, long-term care and death and invalidity insurance.

10 Deductions include contributions to health insurance, pension, long-term care and death and invalidity insurance.

An administrative employee in grade B4 step 13 (the most frequent step in grade B4), working in Germany, married, with the spouse not gainfully employed, two dependent children and no expatriate status, can expect a total net monthly remuneration of approximately **EUR 6 380**, made up of:

– Basic salary:	6 171 EUR
– Household allowance:	370 EUR
– Dependants' allowance:	650 EUR
– Total deductions:	- 811 EUR

The same employee working in the Netherlands can expect a total net monthly remuneration of approximately **EUR 6 385**, made up of:

– Basic salary:	6 175 EUR
– Household allowance:	370 EUR
– Dependants' allowance:	651 EUR
– Total deductions:	- 811 EUR

Social security and pension schemes

3. Social security and pension schemes

The EPO provides social security schemes including a pension scheme, a healthcare insurance scheme (administered by Cigna) and provisions in case of death, invalidity and long-term care. The total payments in 2014 amounted to approximately EUR 235 million.

3.1 Population covered under the EPO social security scheme

At the end of 2014, 22 187 persons were covered by the EPO social security scheme. The total population covered under the EPO social security scheme also includes staff in non-active service (such as unpaid leave) who were still affiliated to the EPO scheme. Only 5 contract staff decided not to be covered under the EPO social security scheme.

Table 22:

Breakdown of persons covered by the EPO social security scheme, 31 Dec 2014

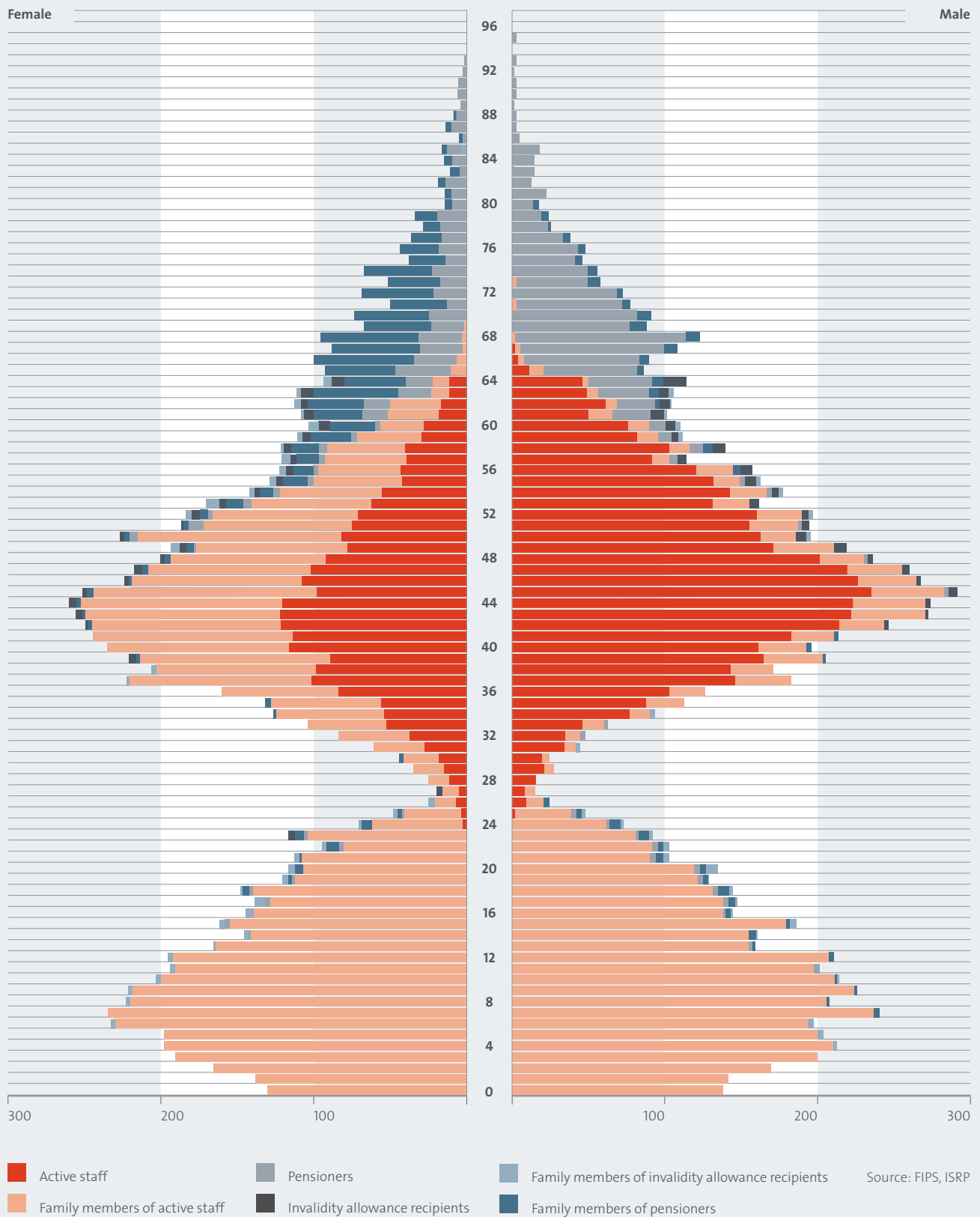
Category	2013	2014	Variation
Active staff covered by social security scheme	6 809	6 887	+1.2%
Unpaid leave, secondment and reserve status	22	18	-27.3%
Pension recipients	1 734	1 791 ¹¹	+3.3%
Invalidity allowance recipients	236	227	-3.8%
Family members (spouses and dependants)	12 950	13 264	+2.4%
Total	21 751	22 187	+2.0%

Source: ISRP, FIPS

¹¹ Includes former staff, widows and orphans who are covered by the social security scheme.

Graph 11:

Breakdown by age of the total population covered by the EPO healthcare insurance scheme,
31 Dec 2014



3.2 Social security benefits

Table 23:

Breakdown of social security payments relating to collective insurances, in EUR

Type of benefits	2013	2014	Variation
Healthcare reimbursement	62 091 396	62 242 258	+0.20%
Long-term care insurance*	3 705 244	4 182 635	-12.88%
Death insurance	288 944	742 159	+156.90%
Invalidity insurance (lump sum)	2 617 606	1 531 577	-41.50%
Total benefits	68 703 190	68 698 629	-0.01%

Source: FIPS, Vanbreda International

* Note that Long-term care insurance figures for 2013 have been amended from those provided in the Social Report 2013, as there is always a 3 month period of retroactivity for payments and processing of claims, leading to adjustments being made for the previous year.

3.3 Payments for invalidity recipients

At the end of 2014, there were 227 recipients of invalidity allowance.

Table 24:

Breakdown of payments, in EUR

Type of benefits	2013	2014	Variation
Invalidity allowance*	15 485 306	15 036 330	-2.9%
Other (family) allowances	1 406 142	1 313 077	-6.6%
Total	16 891 448	16 349 407	-3.2%

* Includes the transitional compensation for invalids before 2008

Source: FIPS

3.4 Payments for pensioners

At the end of 2014, there were 1 874 recipients of an EPO pension, which represents an 8% increase over 2013.

Table 25:

Breakdown by type of pension, 31 Dec 2014

Type of pension	Number of recipients	Average monthly basic pension, in EUR
Retirement	1 486	6 119
Survivor's	278	3 548
Orphan's	110	1 061
Total	1 874	5 441

Source: ISRP

Table 26:

Breakdown of payments, in EUR

Benefits linked to pension	2013	2014	Variation
Basic pension	108 174 791	117 836 411	+8.9%
Partial compensation	23 115 280	25 638 928	+10.9%
Other (allowances, compensation)	5 957 051	6 273 620	+5.3%
Total	137 247 122	149 748 959	+9.1%

Source: FIPS

Table 27:

Key figures related to retired staff, 31 Dec 2014

Category	Number of retired employees (in headcount)	Average age at retirement (in years)	Average number of years of service at the EPO	Average basic monthly salary before retirement (in EUR)	Average monthly pension received (in EUR)
A	1 007	62.2	26.1	12 695	7 152
B	386	61.6	27.5	6 836	4 048
C	93	61.8	24.7	4 839	3 530
Total	1 486	62.0	26.4	10 681	6 119

Source: FIPS, ISRP

The typical package of an A-grade pensioner, married with no dependent children, after the current average of 27 reckonable years of service at the EPO (retiring at grade A4 step 13, German salary table) and living in Germany, is composed of the following elements:

– Basic pension:	6 354 EUR
– Household allowance:	381 EUR
– Partial compensation:	1 196 EUR
– Deductions for medical and long-term care insurance:	- 211 EUR
– National tax ¹² :	-1 888 EUR
– Total:	5 832 EUR

The typical package of a B-grade pensioner, married with no dependent children, after the current average of 27 reckonable years of service at the EPO (retiring at grade B5 step 13, German salary table) and living in Germany, is composed of the following elements:

– Basic pension:	3 820 EUR
– Household allowance:	245 EUR
– Partial compensation:	389 EUR
– Deductions for medical and long-term care insurance:	- 127 EUR
– National tax:	-657 EUR
– Total:	3 670 EUR

12 Based on German tax scheme 2013

3.5 Contributions to the EPO's social security and pension schemes

Like other international organisations, the EPO has to provide, organise and finance its social security and pension schemes independently.

In order to finance the benefits paid under the different social security and pension schemes, contributions are paid by the Office and by the beneficiaries. With a contribution of EUR 188 million (68% of total contribution), the EPO is the main contributor. As in most European international organisations, the share of contributions to all schemes follows the general approach "1/3 employee, 2/3 employer", except in the case of healthcare insurance, where the employee contributions were fixed at 2.4% of basic salary until the end of 2013 (rising to 2.64% in 2014).

Table 28:

Total contributions to the social security and pension and Salary Savings Plan schemes in EUR

Contributions to social security and pension schemes, in EUR	2013	2014	Variation
EPO	188 104 930	197 415 279	+4.9%
Employees	82 191 269	89 970 440	+9.5%
Pension recipients	3 040 154	3 592 783	+18.2%
Invalidity allowance recipients	1 720 242	1 740 345	+1.2%
Total	275 056 595	292 718 847	+6.4%

Source: FIPS

Table 29:

Contributions to the social security scheme (without pensions), in EUR

Contributions to social security scheme without pensions, in EUR	2013	2014	Variation
EPO	63 222 360	61 221 021	-3.2%
Employees	21 190 315	23 359 611	+10.2%*
Pension recipients	3 040 154	3 592 783	+18.2%
Invalidity allowance recipients	418 431	435 722	+4.1%
Total	87 871 260	88 609 138	+0.8%

Source: FIPS

* In 2014 the staff contribution rate was increased from 2.40% to 2.64% according to the circular 350.

Table 30:

Contributions to the pension scheme, in EUR

Contributions to the pension scheme, in EUR	2013	2014	Variation
EPO	124 882 570	136 194 257	+9.1%
Employees	61 000 954	66 610 830	+9.2%
Invalidity allowance recipients	1 301 811	1 304 622	+0.2%
Total	187 185 335	204 109 709	+9.0%

Source: FIPS

The pension scheme, the Long-term care insurance scheme and the healthcare insurance scheme are financed under a funding method, i.e. the contribution rates are set in such a way that surpluses can be put into a reserve fund to cover the future. Since the insured population is still relatively young, most of the schemes are in their saving period.

The exception to the funding approach is the death and permanent invalidity insurance scheme, which follows a pay-as-you-go method, i.e. the contribution rates are set in such a way that benefits are financed only in the period in which they are used and no reserves are built up.

As at 31 December 2014, there were 912 employees affiliated to the NPS (New Pension Scheme) and SSP (Salary Savings Plan) (employees who entered the Office on or after 1 January 2009). The rest (5 975 + 18 in non-active status) were affiliated to the OPS (Old Pension Scheme). For both employee groups the global contribution for post-employment benefits is the same (27.9%), of which 1/3 is paid by staff and 2/3 by the Office.

Assets managed in the SSP scheme amounted to EUR 30 million at 31 December 2014.

Working conditions

4. Working conditions

At the EPO, staff can benefit from various flexible working arrangements, which include part-time work, part-time home working and flexitime.

4.1 Staff working part-time

At 31 December 2014, 14% of total EPO staff were working part-time (note that 50% part-time is the minimum working time allowed). 72% of employees working part-time were women.

Table 31:

Breakdown of employees working part-time, 2013-2014

Employees working part-time	31 Dec 2013	31 Dec 2014
Female	666	685
Male	260	269
Total	926	954
In % of total staff	13.6%	13.8%

Source: FIPS

Table 32:

Breakdown of working time percentages, 2013-2014

Working time percentage	Number of staff at 31 Dec 2013	Percentage of staff working part-time	Number of staff at 31 Dec 2014	Percentage of staff working part-time
50 - 59 %	71	7.67%	72	7.55%
60 - 69 %	115	12.42%	114	11.95%
70 - 79 %	153	16.52%	144	15.10%
80 - 89 %	411	44.38%	449	47.06%
90 - 99 %	176	19.01%	175	18.34%
Total	926	100.00%	954	100.00%

Source: FIPS

4.2 Staff on Part-Time Home Working

On 31 December 2014, 16% of total staff were in the Part-Time Home Working scheme.
80% of Part-Time Home Workers are working full-time.

According to a recent review, the Part-Time Home Working scheme has had a positive impact on productivity (5 more products on average per examiner on PTHW per year).

Table 33:

Part-Time Home Workers by gender, 2013-2014

Part-Time Home Workers	31 Dec 2013	31 Dec 2014	Variation
Female	396	541	+36.62%
Male	428	555	+29.67%
Total	824	1 096	+33.01%

Source: FIPS

Table 34:

Part-Time Home Workers by number of days worked at home, 2013-2014

Days on Part-Time Home Working	31 Dec 2013	31 Dec 2014	% of total 2014	Variation
1 day or less	175	273	25%	+56%
1 day < d ≤ 2 days	335	431	39%	+29%
2 days < d ≤ 3 days	282	342	31%	+21%
Other (variable schedule)	33	50	5%	+52%
Total	825	1 096	100%	+33%

Source: FIPS

4.3 Flexi- and compensation leave

In 2014, the average amount of flexi-leave taken per employee (in FTE) was equivalent to 3 days. The average amount of compensation leave taken per employee (in FTE) was equivalent to 5.3 days¹³.

Table 35:

Breakdown of flexi- and compensation leave, 2013-2014

Amount of flexi- and compensation leave (in man-days)	2013	2014	Variation
Total flexi-leave taken	20 385	20 676	+1.43%
Total compensation leave taken	36 377	36 970	+1.63%

Source: FIPS

¹³ Basis for calculation: 6 737 FTE in 2013; 6 865 FTE in 2014

4.4 Overtime, shift work and on call

Table 36:

Breakdown of overtime, shift and on call work, 2013-2014

Overtime, shift work and on call (in hours)	2013	2014	Variation
Overtime	8 200	8 493	+3.6%
On call	147 516	148 030	+0.3%
Shift hours	5 964	2 800	-53.1%

Source: FIPS

4.5 Working days and absences

Table 37:

Volume and reasons of absences and impact on total working days, 2013-2014

Categories of absence	2013			2014			Variation
	Number of absence days*	Average number of absence days/FTE	Percentage of absence days of total working days	Number of absence days*	Average number of absence days/FTE	Percentage of absence days of total working days	Number of absence days*
Annual leave and home leave	230 425	34.20	13.8%	231 740	33.76	13.6%	+0.57%
Sick leave	77 801	11.55	4.7%	79 147	11.53	4.6%	+1.73%
Social leave	45 585	6.77	2.7%	46 257	6.74	2.7%	+1.47%
Unpaid leave	17 307	2.57	1.0%	21 588	3.14	1.3%	+24.73%
Total	371 118	55.09	22.2%	378 732	55.17	22.2%	+2.05%

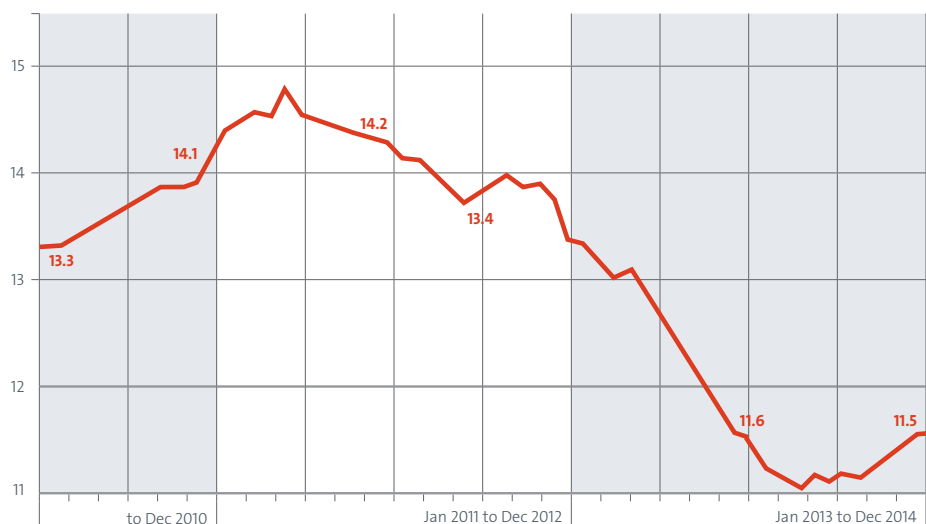
* An absence day is not equivalent to a man-day. For instance, an absence day for a 50% part-timer (4 hours) counts as a full day. This is the official unit for reporting sickness.

Source: SAS, FIPS

Parental and family leave are counted as social leave. In 2014, 1 065 employees took on average 20.5 days of parental leave each. In 2014, 82 employees took family leave. On average, each of these employees took 24 days of family leave.

Graph 12:

Total sickness days per FTE, 12 months rolling, 2010-2014



Source: SAS, FIPS

Average annual sick leave days per FTE were 11.5 in 2014. The figure is stable in comparison with the previous year.

Health, safety and
welfare services

5. Health, safety and welfare services

5.1 Activities related to medical services (Occupational Health Services and Medical Advisory Unit)

Table 38:

Volume of activities undertaken by the Occupational Health Services (OHS), 2013-2014

	2013	2014	Variation
Number of employees visiting OHS	1 639	1 786	+9%
Number of visits at OHS (in-house consultations)	6 006	5 656	-6%
Type of activities carried out by OHS	Number of activities carried out by OHS		
Mandatory Examination (Circular 22)	233	234	+0.4%
Reintegration meetings	359	414	+15%
Consultations with manager	480	709	+48%
Workplace visits made by OHS ergonomists nurses/ErgoWucs	3 070	5 155	+68%
Biennial medical examinations	1 233	756	-39%
Emergency cases	73	73	+0%
Vision tests	596	261	-56%
In-house physiotherapy treatment sessions*	5 704	5 808	+2%

Source: Occupational Health Services, Medgate

* Invoiced to the employee and covered under the healthcare insurance scheme

Table 39:

Volume of activities undertaken by the Medical Advisory Unit (MAU), 2013-2014

Activities undertaken by the MAU	2013	2014	Variation
200 Days Sick Leave meetings	57	0	–
Request for prolongation of dependants' allowance for medical reasons (Art 69(5) ServRegs)	31	25	-19%
Request for dependants' allowance for handicapped children (Art 69(1).II ServRegs)	71	80	+13%
Medical Committee Sick Leave	140	152	+9%
Consultation to prepare next Medical Committee meeting	177	249	+41%
Cure consultations	411	409	-0%
Number of A cures granted ¹⁴	208	182	-13%
Number of B cures granted ¹⁵	131	156	+19%
Special leave requests*	1 028	162	-84%
Requests to spend sick leave elsewhere than at employee's place of residence (Art. 62(3) ServRegs)	82	91	+11%
Sick leave verification (Art. 62(13))	7	13	+86%
Advice on health insurance matters	52	44	-15%
Initial examinations	451	240	-47%
Family leave request	98	110	+12%
Examinations under Art. 26(2)	28	12	-57%

Source: Medical Advisory Unit

* from 15.07.2013 only special leave requests requiring a medical advice are sent to MAU.

¹⁴ cure in cases of absolute medical necessity (sick leave granted for the entire duration of the cure).¹⁵ cure in cases of medical necessity (sick leave granted for 50% of the duration of the cure).

5.2 Main activities of the Safety Office

The Safety Office provides an occupational safety service and provides input to the EPO's prevention process, aimed at ensuring the safety and well-being of all those present on EPO premises.

Table 40:

Reported number of occupational accidents, 2013-2014

Site	2013	2014
Munich	11	35
The Hague	18	40
Berlin	1	2
Vienna	3	2
Brussels	0	0
Total	33	79

Source: Safety Office

The observed increase in the number of reported occupational accidents is due to the fact that accident registration was adopted as an official internal procedure and announced to all staff in Q3 of 2013. Staff and line managers are now adequately informed and follow the new procedure accordingly.

Most of the occupational accidents are due to commuting accidents.

Overall, 10.1% of the reported occupational accidents were severe, leading to sick leave of more than 3 working days. The commuting accidents resulted in a total of 177 sick leave days, while the remaining occupational accidents gave rise to a total of 20 sick leave days. On average, the non-commuting occupational accidents lead to an absence of 0.5 days per case.

The EPO incident rate is low in comparison to other administrative organisations.

5.3 Health & Safety-related expenditure

Overall expenditure for health and safety decreased by 2% in 2014 compared to 2013.

Table 41:

Breakdown of expenditure 2013-2014, in EUR

Medical care, in EUR	2013	2014	Variation
Biennial medical examination	404 185	223 168	-45%
Initial medical examination	109 328	66 113	-39%
Medical Advisory Unit cost	1 129 501	1 309 564	+16%
Safety-related expenditure	57 798	65 757	+14%
Total	1 700 812	1 664 602	-2%

Source: FIPS, Safety Office and OHS

5.4 Internal resources dedicated to health and safety

Table 42:

EPO staffing for health and safety activities

Type of resources	2013	2014
Staffing OHS	10	10
Staffing Medical Advisory Unit	5	5
Staffing Safety Office	2	2
Total	17	17

Source: EPO Budget

In addition, external agents (physicians/nurses/ergonomists/experts) are supporting the delivery of health and safety services and activities.

5.5 Funding for general staff welfare

Overall, expenditure for general staff welfare was stable in 2014. On average, the Office spent EUR 582 per staff member on general welfare.

Table 43:

Breakdown of expenditure for general staff welfare, in EUR.

Office contribution	2013	2014	Variation
Canteen subsidies	2 191 376	2 214 080	+1.04%
AMICALE, culture and sport clubs*, social events	1 044 975	1 065 266	+1.94%
Pension association subsidy	56 600	60 565	+7.01%
Social events Office	452 189	409 919	-9.35%
Motivation budget	199 605	201 528	+0.96%
Special circumstances	69 216	63 549	-8.19%
Total	4 013 961	4 014 907	+0.02%

* At the EPO there are more than 160 Amicale clubs with approximately 10 900 memberships (staff, family members, pensioners, staff can have membership in several clubs).

Source: FIPS

5.6 Home loans

Any staff member who has served with the Office for at least two years may apply for a loan. These loans are only for the construction, purchase or renovation of a house or flat destined to be used as a main residence at the place of employment. By the end of 2014, around 1 550 staff members had made use of such a loan, borrowing around EUR 115 million.

Table 44:

Home loans

Home loans	2013	2014	Variation
Number of new beneficiaries	150	132	-12.0%
Amount of new loans lent to staff, in EUR	16 800 000	16 800 000	0.0%
Number of total beneficiaries (31 Dec)	1 607	1 552	-3.4%
Average interest rate on loans	3.00%	2.68%	-10.7%
Total amount of home loans outstanding (31 Dec), in EUR	118 176 000	115 000 000	-2.7%

Source: Home Loans Department

Social dialogue

6. Social dialogue

6.1 Staff representation elections

The Staff Committee elections under the new social dialogue framework took place on 18 June 2014.

6 762 employees were entitled to vote for the Central and Local Staff Committees (CSC and LSC).

4 618 staff voted for the CSC, representing 68% of the number of employees entitled to vote.

Table 45:

Participation rates for the local committees

Site	Entitled voters	Number of votes	Participation rate
Munich	3 755	2 434	64.82%
The Hague	2 635	1 930	73.24%
Berlin	266	182	68.42%
Vienna	106	48	45.28%

Results of the elections:

Central Staff Committee: 26 candidates, 10 elected as full members and 10 as alternate members, 6 not elected

Berlin Local Staff Committee: 5 candidates, 4 elected, 1 not elected.

Munich Local Staff Committee: 11 candidates, 9 elected, 2 not elected.

The Hague Local Staff Committee: 13 candidates, 7 elected, 6 not elected.

Vienna Local Staff Committee: 4 candidates, 4 elected.

Table 46:

Number of staff by site and function involved in staff representation activities, 2014

Site	Examiners	Others	Total	% site
Berlin	22	0	22	12%
Munich	82	4	86	47%
The Hague	66	4	70	38%
Vienna	0	6	6	3%
Total	170	14	184	100%

Source: FIPS

Table 47:

Time allocation for staff representation-related activities by site and function, in man-days, 2014*

Site	Examiners	Others	Total	% site
Berlin	1 285	0	1 285	20%
Munich	2 139	201	2 340	36%
The Hague	2 211	155	2 365	37%
Vienna	0	463	463	7%
Total	5 635	819	6 453	100%

* In comparison with 2013, it represents a 17% decrease in term of staff participating to staff representation activities and 22% decrease in term of hours.

Source: FIPS

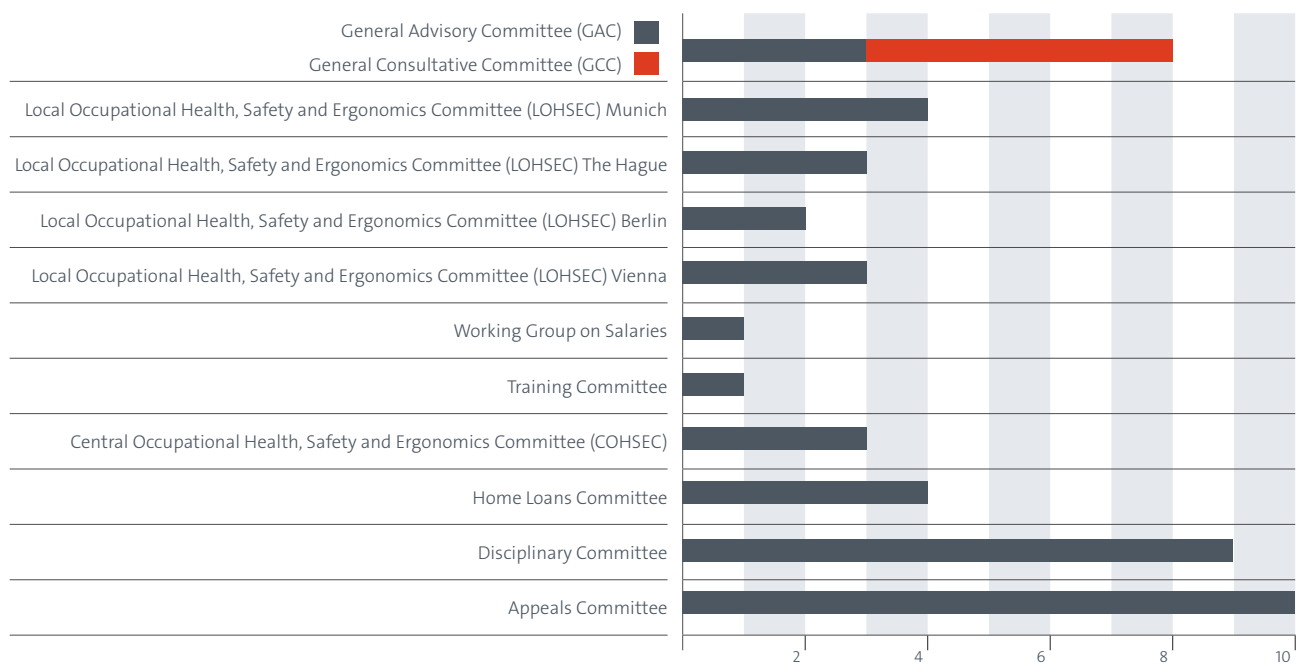
6.2 Meetings of statutory bodies

In total, 48 meetings of the different statutory bodies took place in 2014.

7 meetings took place between Staff Committees (Central and Local) and the President of the EPO.

Graph 13:

Number of meetings of statutory bodies, 2014



Source: PDHR

6.3 Industrial action

In 2014, strike action took place on 22 days, which represents a 70% reduction to the previous year (71 days).

Table 48:

Industrial action in 2014

Date	Full days	Half days	Total	Share of total population for full days	Share of total population for half days	Share of total population for total	Lost capacity (man-days)
21-03-2014	1 416	284	1 700	20%	4%	24%	1 501
24-03-2014	692	183	875	10%	3%	13%	762
25-03-2014	782	209	991	11%	3%	14%	859
14-04-2014	442	98	540	6%	1%	8%	475
15-04-2014	452	99	551	6%	1%	8%	486
16-04-2014	576	165	741	8%	2%	11%	639
17-04-2014	575	123	698	8%	2%	10%	620
20-11-2014	2 126	423	2 549	30%	6%	37%	2 282
25-11-2014	1 184	392	1 576	17%	6%	23%	1 344
26-11-2014	1 052	404	1 456	15%	6%	21%	1 215
02-12-2014	916	567	1 483	13%	8%	21%	1 173
03-12-2014	554	357	911	8%	5%	13%	707
04-12-2014	484	289	773	7%	4%	11%	611
08-12-2014	204	117	321	3%	2%	5%	253
09-12-2014	251	162	413	4%	2%	6%	322
10-12-2014	888	598	1 486	13%	9%	21%	1 148
11-12-2014	245	153	398	4%	2%	6%	312
15-12-2014	146	58	204	2%	1%	3%	170
16-12-2014	166	73	239	2%	1%	3%	197
17-12-2014	180	74	254	3%	1%	4%	210
18-12-2014	196	75	271	3%	1%	4%	225
19-12-2014	173	62	235	2%	1%	3%	194

Source: PDHR

The participation to the strike ranged from 3% to a maximum of 37%.

Conflict resolution

7. Conflict resolution

7.1 Conflict Resolution Unit

This unit deals with the prevention of harassment (conflict resolution) and with work-related conflicts (management review).

7.1.1. Prevention of harassment

The prevention of harassment differentiates between "informal" cases, dealt with by amicable conflict resolution methods, and "formal" requests to investigate allegations of harassment.

Table 49:

Types of case dealt by the Conflict Resolution Unit

Cases dealt by the unit	Open in 2014	Forwarded to Investigative Unit	Closed in 2014
Informal conflict cases	109	0	71
Formal harassment complaints	5	2	5

Source: Conflict Resolution Unit

Table 50:

Nature of cases dealt with by the Conflict Resolution Unit

Nature of conflict	Number of cases	% of Total
Manager / employee in the hierarchical line	75	69%
Between colleagues	27	25%
Private	7	6%
Total	109	100%

Source: Conflict Resolution Unit

7.1.2. Management review

The management review is a pre-litigation step introduced by the Internal Appeals Reform (CA/99/12) aimed at resolving disputes at an early stage before litigation (internal appeal or complaint to ILOAT) starts.

The term "management review" refers to a review of decisions taken by the President (and his delegates) as appointing authority, in which the reviewer is a superior of the decision-maker, holding a post at A5 or above.

A mass management review request may lead to more than one internal appeal registration.

Table 51:

Nature of cases dealt with by management review

Categories	Management review	Number of requesters	% of Total
Regulations / Policies	96	922	43.05%
Disciplinary procedures	19	19	8.52%
Salary / Allowances / Payments	27	27	12.11%
Other	20	28	8.97%
Transfer / Appointment / Contract	7	7	3.14%
Staff reports - procedural issues	5	5	2.24%
Promotions	3	3	1.35%
Van Breda / LTC	6	6	2.69%
Leave / Working time	9	9	4.04%
Reckonable experience	3	3	1.35%
Pensions / Invalidity	13	13	5.83%
Investigation / Dignity	1	1	0.45%
Staff Committee rights	14	29	6.28%
Total	223	1 072	100%

Source: Conflict Resolution Unit

In 2014, 223 management reviews were filed. This represents a 32% decrease in comparison to the previous year.

Table 52:

Outcome of management review cases

Status/outcome	MR requests	% of Total
Decision maintained	143	64.13%
Rejected as irreceivable	54	24.22%
Allowed (in whole or in part)	12	5.38%
Withdrawn	5	2.24%
Forwarded to AC	4	1.79%
Forwarded to the medical committee	1	0.45%
No review*	4	1.79%
Implied rejection	0	0.00%
Pending	0	0.00%
Total	223	100%

Source: Conflict Resolution Unit

* Three requests were forwarded to the IAC in the interests of procedural efficiency and to avoid proliferation of procedures, as there were already internal appeals pending on the same subject-matter. One request did not meet the statutory requirements for filing the request. The requester was asked to amend the request.

Out of 223 management reviews requested in 2014, approximately 97 progressed to the appeal stage (as of 01.03.15).

The above is a preliminary figure. The definitive numbers of internal appeals following a management review will be available in July 2015 given that up to six months may lapse from the date of filing a management review until a subsequent registration of an appeal (2 months to exercise the review, 3 months to lodge a subsequent appeal, 1 month to register the appeal).

As a reference in 2013, the final figures show that out of the 330 review requests registered, 164 (almost 50%) continued with an internal appeal.

7.2 Internal appeals

Table 53:

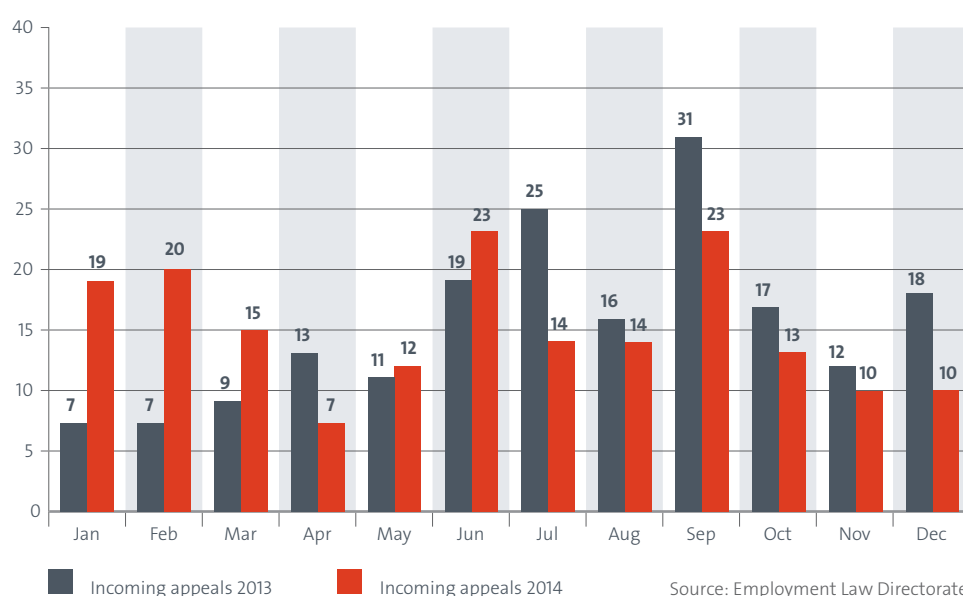
Change in internal appeals lodged in 2013 and 2014

Number of cases	2013	2014	Variation
Internal appeals	185 ¹⁶	180	-2.8%

Source: Employment Law Directorate

Graph 14:

Number of internal appeals registered by month, 2013-2014



In 2014, 180 registered appeals were lodged by 531 staff members.

The number of appeals in 2014 decreased by 2.8% compared to 2013, while withdrawals, 40 in 2014, increased by 33% (30 withdrawals in 2013).

There were five mass appeals¹⁷ in 2014, all filed in connection with strike rules, strike deductions and strike actions - one mass appeal with 150 appellants, one with 41 appellants, one with 34, one with 29 and one with 26 appellants.

The average time from filing of an appeal to decision for cases finalised in 2014 was 45 months. At the end of 2014, 664 cases were still pending before the Appeals Committee.

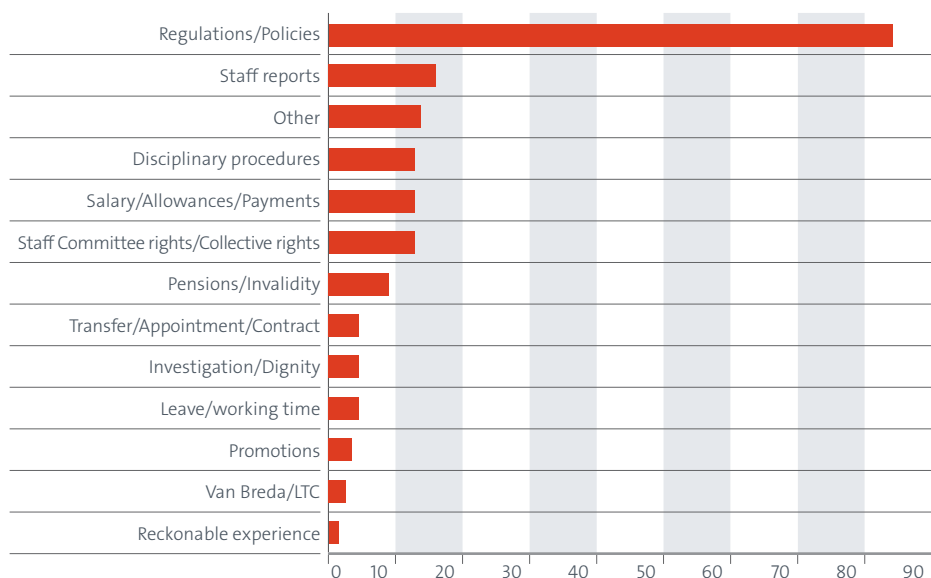
¹⁶ The figure differs from that given in the Social Report 2013 (178), since one appeal (RI/114/13) was later split into various different appeals.

¹⁷ Only appeals with 20 or more appellants are considered mass appeals.

7.2.1. Appeals by category

Graph 15:

Number of internal appeals registered in 2014



Source: Internal Appeals Committee

7.2.2. Outcome of appeals at the EPO

Table 54:

Number of cases finalised by IAC, 2013-2014

Outcome of appeals	2013	2014	Variation
Cases on which the Appeals Committee issued an opinion	113	175	+35%
Cases closed by withdrawal (before issuing of opinion/decision of the President)	30	40	+33%

Source: Internal Appeals Committee

Table 55:

Change in outcome of appeals at the EPO, 2013-2014

Final decision of the appointing authority on appeals	2013	2014
Appeals allowed	5%	2%
Appeals allowed in part	14%	10%
Appeals rejected	81%	88%

Source: Employment Law Directorate

7.2.3. Complaints by EPO employees with the ILOAT

Once the internal means of appeal have been exhausted, EPO staff members may file a complaint with the International Labour Organization's Administrative Tribunal (ILOAT).

Table 56:

Change in EPO complaints with ILOAT, 2013-2014

Change in EPO complaints with ILOAT	2013	2014	Variation
Number of complaints pending with ILOAT	226	208	-8%
% of ILOAT complaints allowed	23%	6%	—
% ILOAT complaints partially allowed	8%	1%	—
% ILOAT complaints not allowed	69%	93%	—

Source: Employment Law Directorate

7.3. Anti-fraud and misconduct indicators

The Investigative Unit was established in 2013 as a function aligning the EPO with other public international organisations. The mandate of the Investigative Unit (0.6.1.1) under the Directorate Internal Auditing and Investigations (D 0.6.1) as part of Principal Directorate Internal Audit and Oversight (PD 0.6) is to establish objectively, independently and impartially the facts relating to allegations of misconduct and to report the results to the appointing authority, which can decide on possible further corrective measures or the opening of disciplinary proceedings. Investigations are administrative fact-finding procedures reflecting general best practice in other intergovernmental organisations, as endorsed by the Conference of International Investigators¹⁸. The unit does not investigate incidents that can be addressed by conflict resolution mechanisms or issues related to poor performance.

¹⁸ A professional community comprising the investigation functions of the UN system, multilateral development banks and other public international organisations.

Table 57:

Investigative Unit key figures, 2013

Status of case	2013	2014	Variation
Cases in progress on 31.12.2013	–	19	–
of which completed by 31.12.2014*	–	17	–
of which carried forward to 2015 ¹⁹	–	2	–
Allegations received during the year	88	68	-23%
Allegations not accepted because insufficiently specified	44	34	-23%
Cases opened in the year	44	34	-23%
of which completed by 31.12. of the year	25	10 **	-60%
of which carried forward to the next year	19	24 ²⁰	+26%

Source: Investigative Unit

* Out of the 17 cases carried over from 2013 and completed in 2014:

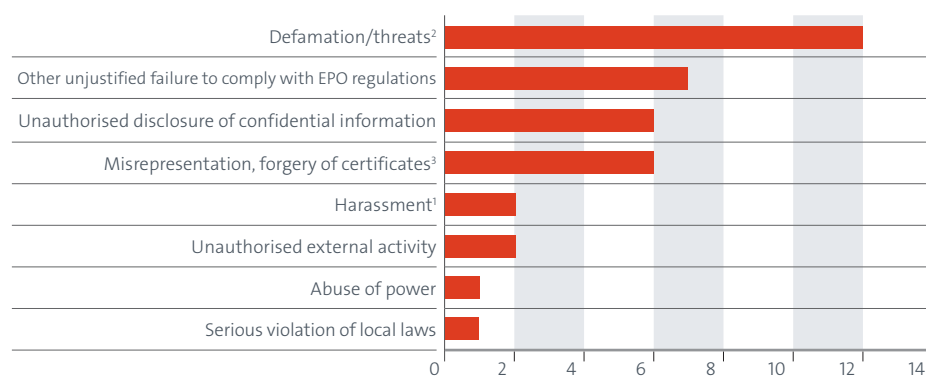
- 7 cases: allegations were founded or partially founded;
- 2 cases: allegations were unfounded;
- 8 cases: closed during the preliminary phase of review (allegations outside of IU's mandate or not material/verifiable);

** Out of the 10 cases opened in 2014 and completed in 2014:

- 3 cases: allegations were founded or partially founded;
- 4 cases: closed during the preliminary phase (allegations outside of IU's mandate or not material/verifiable);
- 3 cases were withdrawn or considered withdrawn (complainant asks to withdraw complaint or does not communicate on/specify precisely the allegations)

Graph 16:

Category of allegations, 2014



■ Number of allegations

Source: Investigative Unit

1 Offensive or humiliating behaviour

2 For example, anonymous internal and external publications

3 For example, relating to allowances, health insurance

19 Temporarily deferred due to the need to gather further key facts.

20 11 of these cases were consolidated into a single investigation and completed at the beginning of March 2015.

GLOSSARY

Active service

Situation of employees of the Office who are on the EPO payroll and who actually perform tasks for the Office, on either a full-time or part-time basis, and have not been assigned to a different administrative status.

Allowance

Additional elements of remuneration beyond the basic salary, as follows:

Term	Legal Basis	Description
Dependants' allowance	Art. 69, Art. 70 ServRegs	Payment aimed at providing support to an employee for the upbringing of his/her children, or for supporting his/her relatives.
Household allowance	Art. 68 ServRegs	Payment aimed at supporting an employee who assumes family responsibilities.
Childcare allowance	Art. 70a ServRegs	Payment aimed at providing support to an employee whose children make use of a childcare facility.
Refund parents' contribution	Communiqué No. 8	Exceptional limited reimbursement for a maximum of 3 years related to appeals on parental contributions for in-house crèches.
Education allowance	Art. 71, Art. 120a ServRegs	Payment aimed at providing support to an employee whose children regularly attend an educational establishment on a full-time basis.
Budget of the ESM	Agreement between the EPO and the Board of Governors of the European Schools	Yearly contribution of the EPO to the budget of the European School Munich.
Parental/family leave allowance	Art. 45a, Art. 45b ServRegs	Payment aimed at supporting an employee whose remuneration is reduced as a consequence of parental or family leave.
Budget of the crèches		Provision of childcare facilities exclusively for EPO staff.
Birth grant	Art. 85 ServRegs	One-off payment made to an employee upon the birth of a child.
Overtime, shift, on-call allowance	Art. 57, Art. 58, Art. 58a ServRegs	Payment made to employees as compensation for additional working hours, for a specific schedule, or for remaining at the availability of the EPO.
Rent allowance	Art. 74 ServRegs	Payment aimed at providing support to the employee for renting his residence at the place of employment.
Installation allowance	Art. 73 ServRegs	Lump-sum payment aimed at supporting the employee in costs incurred upon taking up employment or transfer to another place of employment.
Removal expenses	Art. 81 ServRegs	Lump-sum payment aimed at supporting the employee upon moving personal belongings to/from the place of employment.
Language allowance	Art. 75 ServRegs	Payment made to employees of specific grades who are required to use in their function two or three of the official languages other than their mother tongue and who have passed the necessary language tests.
Travel expenses	Art. 76 ServRegs	Payment aimed at reimbursing the employee for costs incurred for travelling to/from the place of employment.
Acting allowance	Art. 12(4) ServRegs	Payment made to employees who are called upon to temporarily perform duties of a higher grade.
Miscellaneous		Budget article which includes various allowances, inter alia reserve status allowance, representation allowance, housing allowance, promotion compensation, employer's contribution to National Insurance Scheme and Temporary fixed allowance.
Expatriation allowance	Art. 72 ServRegs	Payment aimed mainly at supporting employees for additional costs incurred due to working and residing outside of the country of which they are nationals.
Home leave	Art. 60 ServRegs	Additional leave granted every two years to an employee for maintaining links to his home outside his place of employment and accompanied by reimbursement of the relevant travel costs for himself and his family.
Severance grant	Art. 11 PenRegs	Payment made upon cessation of employment before entitlement to a retirement pension arises, aimed at compensating staff for participation in the Office's pension scheme.
Salary savings plan payment	Art. 64(3) ServRegs	Payment made upon cessation of employment corresponding to the amount in the employee's SSP account.
Dismissal compensation	Art. 13 (3) ServRegs	Payment made upon leaving the service, to staff whose probationary period is not considered successful and whose employment is not confirmed.
Termination indemnity	Art. 15b Conditions of Employment for Contract Staff	Payment made at the end of a fixed-term contract, usually combined with a severance grant and salary savings plan payment.

Amicale

Association organising events for the benefit and leisure of employees and their families, such as social, sporting and cultural activities.

Appointment

In the sense of Article 49 ServRegs and as opposed to promotion and external recruitment, refers to access to a higher grade or higher career group by decision of the appointing authority following a selection procedure.

According to Article 49 ServRegs, EPO employees may obtain a higher grade either by promotion, following a recommendation by the Promotion Board, or by appointment to another post following a selection or reclassification procedure.

Cadabra

Lotus Notes-based electronic tool for recruitment procedures. Being replaced as part of the Lotus Notes phase-out process.

Career group

The career groups at the EPO are the following:

A7: Vice-President (minimum qualifications: Diploma of completed studies at university level or - in exceptional cases - equivalent knowledge acquired over many years of qualified work. Many years' professional experience. Excellent knowledge of one official language and ability to understand the other two.)

A6: Principal Director or Chairman of Board of Appeal (minimum qualifications: Diploma of completed studies at university level or - in exceptional cases - equivalent knowledge acquired over many years of qualified work. Many years' professional experience. Excellent knowledge of one official language and ability to understand the other two.)

A5: Director or Member of Board of Appeal (minimum qualifications: Diploma of completed studies at university level or - in exceptional cases - equivalent knowledge acquired over many years of qualified work. Many years' professional experience. Excellent knowledge of one official language and ability to understand the other two. In the case of the Director Language Service, perfect mastery of one official language and excellent knowledge of the other two.)

A4(2): Directorate Assistant/Adviser (minimum qualifications: Work of special merit in grade group A4/A1. Very wide-ranging or highly specialised professional experience.)

A4/A1: Examiner/Lawyer/Administrator/Translator/Reviser/Interpreter (minimum qualifications: Diploma of completed studies at university level or - in exceptional cases - equivalent professional experience. Excellent knowledge of one official language and ability to understand the other two.

In exceptional cases, excellent knowledge of one official language and ability to understand another. In such cases, a fixed-term contract under Article 1, paragraph 3, of the conditions of employment for contract staff is concluded. This exception does not apply to translator, reviser or interpreter posts.)

B6/B4: Supervisor/head of section (minimum qualifications: Completed secondary education is normally required, together with a diploma of post-secondary professional training, or equivalent professional experience acquired over many years of work. Eight years' relevant experience. Working knowledge of official languages.)

B5/B1: Administrative employee (minimum qualifications: Completed secondary education or - in exceptional cases - equivalent professional experience. Working knowledge of official languages.)

C6/C4: Technician/head of team (minimum qualifications: Completed compulsory education is normally required, together with a completed apprenticeship (with trade proficiency certificate) and eight years' professional experience in the field concerned. Working knowledge of an official language.)

C5/C1: Service employee (minimum qualifications: Completed compulsory education. Working knowledge of an official language.)

Categories:

Category A: grade group A4(2)/A1, grades A5, A6, A7

Category B: grade groups B5/B1, B6/B4

Category C: grade groups C5/C1, C6/C4

Categories for absences:

Absence	Categories for BS
Maternity leave	Social leave
Marriage	Social leave
Change of residence	Social leave
Illness of spouse	Social leave
Death of spouse	Social leave
Death of spouse/Maternity	Social leave
Illness of relative	Social leave
Death of parents	Social leave
Death of near relative	Social leave
Death of other relative	Social leave
Illness of child	Social leave
Very serious illness of child	Social leave
Hospitalisation of child <12	Social leave
Death of child	Social leave
Birth of child	Social leave
Marriage of child	Social leave
Adoption of child	Social leave
Court appearance	Social leave
Voting	Social leave
Transfer to another location	Social leave
Examination (Circular 267)	Social leave
Training (Circular 267)	Social leave
Berlin Special Leave	Social leave
Special leave travel days	Social leave
Special leave pending	Social leave
Unauthorised absence	Social leave
Secondment (unpaid)	Social leave
Authorised absence	Social leave
President's decision	Social leave
Compulsory military service	Social leave
Other	Social leave
Paid absence while on reduced working time	Social leave
Union leave	Social leave
Parental leave	Social leave
Family leave	Social leave
Unpaid absence	Unpaid leave
Strike	Unpaid leave

Conflict resolution unit

This unit deals with the prevention of harassment (conflict resolution) and with management reviews.

Contract staff

Employees hired on a fixed-term contract and to whom the Conditions of Employment for Contract Staff at the European Patent Office apply (these conditions often refer to the Service Regulations).

Registered as contract staff in FIPS (including Article 3010 EURO contracts, Article 3010 NRCs, contracts paid under Article 3000). Senior managers on contract (grades A7 and A6 are covered by special terms of employment for VPs and PDs).

Dependants

Persons who are covered by the EPO social security scheme and for whom the employee qualifies for the payment of a dependants' allowance; these are mostly children.

Duty travel

Mission undertaken by the employee at the request of his line manager with a view to fulfilling business needs outside of the place of employment.

Training: mission undertaken by the employee at the request of his line manager with a view to attending training sessions outside of the place of employment.

Combined mission: mission undertaken by the employee at the request of his line manager with a view to fulfilling business needs relating to several units in the Office, or to combine business duties and training sessions on the same trip.

Effective number of working days

Difference between the number of full-time equivalents (FTEs) and absences.

Employee

Staff member on the payroll of the EPO, covered by the Service Regulations and/or other terms of employment and employed on either a permanent or a contractual basis.

FIPS

Finance and personnel information system based on SAP technology and used by HR (recruitment, personnel administration, time and leave, payroll, staff reporting), Finance and Procurement.

Full-time equivalent (FTE)

Statistical factor that considers one single employee having been occupied all days from 1 January to 31 December of a given year. This varies as a function of the site (the number of official holidays differs). The calculation is based on working days.

Part-time workers are assimilated to full-time for the calculation (we are using the full-time equivalent for sickness statistics which differs in this respect from the usual FTE definition).

Example: reporting period = 1 January - 31 December, an employee working in the unit for the whole year equals 1 FTE; an employee retiring on 1 July equals 0,5 FTE.

Full basic salary

Basic salary as per the net salary tables after internal tax, with no deduction due to absences leading to salary deductions or part-time work.

Functions

- Examiners and boards of appeal: patent examiners (based on a budget number 1391xx) and members and chairpersons of the boards of appeal (based on a budget number 310xx);
- Patent procedures support staff: employees who are involved in the granting of patents, without being patent examiners or members of boards of appeal (budget number 21xxxx, 251xxx and 3010xx);
- Other staff: employees not included in the previous categories.

Initial medical examination

Examination conducted upon recruitment with a view to determining whether a candidate meets the physical requirements of the post.

Investigative unit

Unit in charge of establishing the facts relating to an allegation of misconduct and reporting the results to the appointing authority.

ISRP

International Section for Remunerations and Pensions: the provider (located in Paris, formerly called JPAS) which has administered all EPO pensions since 1 January 2013.

Leave types, short description

Term	Legal Basis	Description
Flexi hours	Guidelines on working time	Leave benefit by which the employee may accrue surplus working hours and take leave at his convenience.
Compensation hours	Guidelines on working time	Leave benefit by which a quarter of an hour is credited to the employee per full day of presence, enabling him to take leave at his convenience.
Annual leave	Art. 59 ServRegs	Entitlement of 30 days of holiday per full working year
Home leave	Art. 60 ServRegs	Additional leave granted every two years to an employee for maintaining links to his home outside his place of employment and accompanied by reimbursement of the relevant travel costs for himself and his family.
Sick leave	Art. 62 ServRegs	Absence due to incapacity to perform duties for medical reasons.
Social leave	Art. 45a, 45b, 59(3), 61 ServRegs	Parental, family, special and maternity leave. For more details please refer to Categories of absences
Unpaid leave	Art. 45 ServRegs	Leave benefit by which the employee ceases active employment for a certain period of time on personal grounds. For more details please refer to Categories of absences

Length of service

Difference between 31 December and the date of entry of an individual employee divided by 365.25.

Long-term care

Element of the social security scheme aimed at covering part of the expenses incurred if an insured person's autonomy becomes seriously impaired on a long-term basis.

Management review

The management review is a new pre-litigation step introduced by the Internal Appeals Reform aiming at resolving disputes at an early stage before a litigation step (depending on the case, internal appeal or complaint to ILOAT) may start.

The term management review refers to the review of the decisions taken by the President (and his delegates) as Appointing Authority in which the reviewer will be the superior of the decision-maker, holding a post at A5 or above.

Mass appeal

Appeal filed by several staff members against the same decision, often on the same grounds and often at the initiative or with the support of the staff representation. Such appeals are counted as one appeal for the Office's statistics.

Medgate

Occupational health and safety software (web-based application).

Medical Advisory Unit (MAU) activities

Term	Description
200 Days Sick Leave Meeting	Meeting organised with an employee reaching 200 days of sick leave in a 3-year period.
Dependants' allowance for medical reasons	Allowance paid to an employee on behalf of a child prevented from earning a livelihood due to sickness.
Dependants' allowance for handicapped children	Allowance paid to an employee on behalf of a disabled child, either for a defined duration or lifelong.
Medical Committee Sick Leave	Registration of sick leave (by HR) following a decision made at the level of the Medical Committee.
Consultation to prepare next Medical Committee meeting	Preliminary meeting organised within the doctors composing the Medical Committee.
Cure consultations	Meeting organised with an employee wishing to benefit from a cure for medical reasons.
Special leave requests	Recommendation given to HR on medical aspects of a special leave request for a sick child or relative, submitted by employees.
Request to spend sick leave elsewhere	Sick leave should, as a rule, be taken at the employee's place of employment. Any exception is subject to approval by the President.
Advice on Vanbreda matters	Help offered in special cases involving the healthcare insurance scheme.

Medical Committee

Committee composed of one doctor appointed by the Office and the employee's doctor (as well as a third doctor, in case of disagreement) deciding on various medical matters such as invalidity and sick leave (Art. 89 ServRegs).

Miscellaneous allowances

These primarily include the following allowances:

Reserve status allowance, Representation allowance, Housing allowance, Promotion compensation, Employer's contribution to national insurance scheme, Temporary fixed allowance

Nationality

Citizenship of the employee as derived from the electronic personal files and reflected in FIPS. In case of dual citizenship, this is the first nationality recorded in FIPS.

New Pension Scheme (NPS)

Pension scheme applicable to employees recruited as from 1 January 2009. On termination of service, the employee receives a lump sum that corresponds to savings growing through long-term investment (Salary Savings Plan (SSP)). The employee also receives a monthly pension under the NPS. The pension is calculated on the basis of two times the reference salary at C1 step 3. The New Pension Scheme total contribution rate (Office and staff) remains unchanged at 21.0% of the basic salary, up to a ceiling of twice the salary for grade C1, step 3.

The Salary Savings Plan total compulsory contribution (Office and staff) amounts to 6.9% of the employee's basic salary, up to a ceiling of twice the salary for grade C1, step 3, and 27.9% of the part of basic salary exceeding that ceiling. Contributions to the New Pension Scheme and to the Salary Savings Plan by the Office and staff are apportioned 2/3rds and 1/3rd respectively.

Non-active service

Employees who may be on the payroll of the EPO (in view of the receipt of specific allowances or benefits, or contributions to specific schemes) but who do not perform tasks for the EPO and fall under one of the categories of Art. 42 ServRegs.

Non-renewable contract (NRC)

Contract concluded under Budget Article 3010 for performance of short-term duties or for replacement of other staff for a maximum term of three years.

Number of employees on 31 December

All employees (permanent and contractors) who were in active service on 31 December as per the "employee list" in FIPS.

Occupational health activities

Term	Description
Vision tests	Eye test offered to employees by the Office on a regular basis (at least once a year).
Workplace visits by nurses	Visit made on request by nurses to an employee's workplace to ensure that the arrangement of the workplace (desk, chair, computer) is optimal, mostly following illness or accident.
Emergency cases	Intervention by Occupational Health Services in urgent situations.
Workplace visits by ergonomists	Visit made regularly by ergonomics representatives to an employee's workplace to ensure that the arrangement of the workplace (desk, chair, computer) is optimal.
Health Advisory Team meetings	Meetings of a doctor, social welfare, HR partner and management representative, in order to discuss any issues in a unit.
Reintegration meetings	Meetings with employees who return from a long period of sick leave, and their managers, to discuss an optimal, smooth return to work.
Consultations with manager	Meetings with a line manager, to discuss individual cases.
Biennial medical examinations	Medical examination offered by the EPO every two years, for which the EPO provides financial support if performed externally.
In-house physiotherapy treatment sessions	Physiotherapy service made available at the EPO, at the employee's expense.

Old Pension Scheme

Pension scheme applicable to employees recruited before 1 January 2009, by which a staff member with ten or more years of actual service is entitled to a retirement pension calculated on the basis of the final basic salary. The total employee contribution level for the Old Pension Scheme in 2013 amounts to 9.3% of the employee's basic salary. The EPO's contribution is 18.6% of said basic salary.

Orphan's or dependant's pension

Pension paid, under conditions laid down in the Pension Scheme Regulations, to children or other dependants of a deceased or widowed employee.

Other staff

Employees whose activities are not directly related to patents. Please refer to Functions for more details.

Part-time home working (PTHW)

PTHW is a form of organising and/or performing work, whereby work normally performed on the Office's premises is carried out at the employee's residence for a better balance between family/private and professional responsibilities.

Partial compensation

Supplement paid to pensioners to mitigate the national tax burden to which they are subject in some member states. It replaced the tax adjustment as from 1 January 2009.

Patent procedures support staff

Formalities officers in DG 2. Please refer to Functions for more details.

Permanent staff

Employees employed on a permanent basis and to whom the Service Regulations for permanent employees of the European Patent Office apply.

Promotion

Access to a higher grade within a group of grades by decision of the President on a recommendation of the Promotion Board.

Remuneration

Basic salary and, where applicable, allowances.

Reserve status

Non-active status of a permanent employee who has become supernumerary by reason of a reduction in the number of posts as decided by the Administrative Council under the budgetary procedure, and who cannot be assigned to any other post corresponding to his grade within the Office.

Retirement

Cessation of active service with entitlement to a retirement pension. An unreduced pension is payable, based on the number of years of service, if retirement is taken between the ages of 60 and 65. Continuation of service until 68 is possible on request. Employees entitled to a pension and resigning before the age of 60 receive a deferred pension when they reach that age. However, employees can request early retirement before the age of 60 with a reduced pension according to age coefficients.

RFPSS

Reserve Funds for Pensions and Social Security.s.

Salary savings plan

See New Pension scheme (NPS).

Salary tables (see Annex 2)

Information on net salary tables, published following the decisions of the Administrative Council on the salary adjustments, usually in December. Please see the net salary tables presented in Annex 2.

Secondment

Outbound and temporary appointment of a permanent employee of the Office to a public body, following decisions governed by the interests of the service and taken by the appointing authority. Employees concerned are placed in non-active status.

Servregs

Service Regulations.

Site

Geographic location at which activities of the EPO are performed: Munich, The Hague, Berlin, Vienna and Brussels.

Social security scheme

A security scheme covering health insurance, death and permanent invalidity insurance and long-term care insurance.

Staff representation activities

External activities: meetings with management or bodies set up by the President or the Administrative Council, the necessary preparation and travel time for such meetings, as well as training. Internal activities: all other activities.

Types of external staff representation activities

- Ad hoc working groups
- Administrative Council and committees
- Conciliation
- Consultation Group VP 1
- Consultation Group VP 2
- Consultation Group VP 4
- Data protection
- Dignity policy
- External relations
- Future of work
- General Advisory Committee (GAC)
- Working group on salaries
- Harmonisation Committee
- HC Steering Committee
- Health and Safety Issues
- Home Loans Committee
- Internal Appeals Committee
- Local Advisory Committee (LAC)
- Managing performance
- Meetings - President/MAC
- Meetings local management
- Meetings/MGT Specific issues
- Preparation and travel
- Professional Pride
- Promotion Boards
- Recruitment
- Restour (Canteen in The Hague) Committee
- RFPSS and pensions
- Single Patent Process
- Staff Committee elections
- Staff representation external - various
- Training

Statutory bodies

Term	Legal Basis	Description
General Advisory Committee (GAC)	Art. 2(1)b) Art. 38 ServRegs	Joint Committee responsible for giving the President a reasoned opinion inter alia on any proposal to amend the Service Regulations, or any proposal which concerns the whole or part of the staff to whom the Service Regulations apply, or any question of a general nature or any question which the Staff Committee has asked to have examined.
General Consultative Committee (GCC)	Article 38 ServRegs	Joint Committee consulted on the following topics : - any proposal to amend these Service Regulations or the Pension Scheme Regulations, any proposal to make implementing rules and, in general, except in cases of obvious urgency, any proposal which concerns the conditions of employment of the whole or part of the staff to whom these Service Regulations apply or the recipients of pensions; - any question of a general nature submitted to it by the President of the Office; - any question which the Staff Committee has asked to have examined in accordance with the provisions of Article 36 and which is submitted to it by the President of the Office.
Central Occupational Health, Safety and Ergonomics Committee (COHSEC)	Art. 2(1)(h) Art. 38a ServRegs	Joint Committee responsible for formulating, on its own initiative and on an unrestricted basis, proposals on all aspects of occupational health, safety and ergonomics affecting the staff at more than one place of employment, as well as for giving a reasoned opinion on all measures and reports relating to occupational health, safety and ergonomics on all premises of the Office.
Local Advisory Committee (LAC)	Art. 2(1)(h) Art. 38 ServRegs	Joint Committee of a specific place of employment responsible for giving the President a reasoned opinion inter alia on any proposal to make rules and on any proposal which concerns solely the whole or part of the staff at the place of employment concerned or on any question of a local nature submitted to it by the President of the Office or any question submitted to it for an opinion by the General Advisory Committee or any question which the Staff Committee has asked to have examined.
Local Occupational Health, Safety and Ergonomics Committee (LOHSEC)	Art. 2(1)(h) Art. 38a ServRegs	Joint Committee of a specific place of employment responsible for formulating, on its own initiative and on an unrestricted basis, proposals on all aspects of occupational health, safety and ergonomics affecting the staff at the place of employment concerned, as well as for giving a reasoned opinion on all measures and reports relating to occupational health, safety and ergonomics on the premises of the place of employment concerned.
Disciplinary Committee	Art. 2(1)(d) Art. 98 ServRegs	Joint Committee responsible for giving the President a reasoned opinion on the disciplinary measure appropriate to the misconduct of a staff member.
Internal Appeals Committee	Art. 2(1)(e) Art. 111 ServRegs	Joint Committee responsible for giving the President a reasoned opinion on internal appeals filed by staff against adverse decisions or acts of the Office.
Promotion Board	Art. 2(1)(c) Art. 49 ServRegs	Joint Committee responsible for providing the President with a list of staff eligible for promotion under the applicable provisions.
B/C Job Classification Panel		Joint Committee responsible for giving advice on B and C-grade assessment.
B/C Harmonisation Committee	Circular No. 253	Joint Committee responsible for giving advice on harmonisation and the criteria to be applied in evaluating the level of B and C duties entrusted to staff.
Working Group on Remuneration		Joint Committee advising the President on salary policy and annual adjustment of remuneration.

Term	Legal Basis	Description
Long-Term Care Committee	Imp. Rule Art. 83a	Joint Committee responsible for supervising the LTC scheme and ensuring its uniform application.
Home Loans Committee	Regulations for the grant of home loans	Joint Committee advising the President on whether to grant home loans.
Supervisory Committee for Salary Savings Plan	Imp. Rule Supervisory Committee	Joint Committee responsible for supervising investment management and administration for the salary savings plan.
Training Committee	Circular No. 267	Joint Committee responsible for giving advice on training measures and activities

Survivor's pension

Pension paid, under conditions laid down in the Pension Scheme Regulations, to the surviving spouse of an EPO employee or pensioner.

Termination indemnity

Additional leaving benefit paid to contract staff, for contracts concluded on 1 January 2010 and thereafter. It is usually combined with a severance grant and a salary savings plan redemption amount.

Turnover rate

Number of employees having ceased active employment in 2013 (not including invalidity, deceased or dismissed) divided by the number of employees in 2013.

Withdrawal of appeal

Declaration of the appellant for the full and final closure of the appeal before the final decision is taken.

Working day

Day on which the Office is open for business at a specific place of employment.

Annex
Net salary tables in EUR
1 July 2014

Germany

Salary table in EUR, 1 July 2014

	1	2	3	4	5	6	7	
A7	12 155.98	12 583.09	13 010.20	13 437.31	13 864.42	14 291.53	14 917.62	
A6	11 235.60	11 561.49	11 887.38	12 213.27	12 539.16	12 865.05	13 354.32	
A5	9 711.30	9 997.40	10 283.50	10 569.60	10 855.70	11 141.80	11 427.90	
A4(2)	9 690.73	9 976.83	10 262.93	10 549.03	10 835.13	11 121.23	11 407.33	
A4	8 372.66	8 624.81	8 876.96	9 129.11	9 381.26	9 633.41	9 885.56	
A3	7 146.99	7 372.50	7 598.01	7 823.52	8 049.03	8 274.54	8 500.05	
A2	5 941.17	6 143.54	6 345.91	6 548.28	6 750.65	6 953.02	7 155.39	
A1	5 150.08	5 325.08	5 500.08	5 675.08	5 850.08	6 025.08	6 200.08	
B6	5 738.80	5 941.17	6 143.54	6 345.91	6 548.28	6 750.65	6 953.02	
B5	4 975.08	5 150.08	5 325.08	5 500.08	5 675.08	5 850.08	6 025.08	
B4	4 349.68	4 501.42	4 653.16	4 804.90	4 956.64	5 108.38	5 260.12	
B3	3 814.00	3 948.40	4 082.80	4 217.20	4 351.60	4 486.00	4 620.40	
B2	3 375.32	3 493.11	3 610.90	3 728.69	3 846.48	3 964.27	4 082.06	
B1	3 007.07	3 114.06	3 221.05	3 328.04	3 435.03	3 542.02	3 649.01	
C6	4 252.76	4 388.77	4 524.78	4 660.79	4 796.80	4 932.81	5 068.82	
C5	3 764.33	3 885.35	4 006.37	4 127.39	4 248.41	4 369.43	4 490.45	
C4	3 381.93	3 491.42	3 600.91	3 710.40	3 819.89	3 929.38	4 038.87	
C3	3 086.65	3 186.22	3 285.79	3 385.36	3 484.93	3 584.50	3 684.07	
C2	2 860.33	2 952.40	3 044.47	3 136.54	3 228.61	3 320.68	3 412.75	
C1	2 692.79	2 779.87	2 866.95	2 954.03	3 041.11	3 128.19	3 215.27	

8	9	10	11	12	13	12 M.	24 M.
15 543.71						427.11	626.09
13 843.59	14 332.86	14 822.13				325.89	489.27
11 714.00	12 132.77	12 551.54	12 970.31	13 389.08	13 807.85	286.10	418.77
11 693.43	12 019.32	12 345.21	12 671.10	12 996.99	13 322.88	286.10	325.89
10 137.71	10 463.60	10 789.49	11 115.38	11 441.27	11 767.16	252.15	325.89
8 725.56	9 021.62	9 317.68	9 613.74	9 909.80	10 205.86	225.51	296.06
7 357.76	7 560.13	7 762.50	7 964.87	8 167.24	8 369.62	202.37	202.37
6 375.08	6 550.08	6 725.08	6 900.08	7 075.08	7 250.09	175.00	175.00
7 155.39	7 357.76	7 560.13	7 762.50	7 964.87	8 167.24	202.37	202.37
6 200.08	6 375.08	6 550.08	6 725.08	6 900.08	7 075.08	175.00	175.00
5 411.86	5 563.60	5 715.34	5 867.08	6 018.82	6 170.56	151.74	151.74
4 754.80	4 889.20	5 023.60	5 158.00	5 292.40	5 426.80	134.40	134.40
4 199.85	4 317.64	4 435.43	4 553.22	4 671.01	4 788.80	117.79	117.79
3 756.00	3 862.99	3 969.98	4 076.97	4 183.96	4 290.95	106.99	106.99
5 204.83	5 340.84	5 476.85	5 612.86	5 748.87	5 884.88	136.01	136.01
4 611.47	4 732.49	4 853.51	4 974.53	5 095.55	5 216.57	121.02	121.02
4 148.36	4 257.85	4 367.34	4 476.83	4 586.32	4 695.81	109.49	109.49
3 783.64	3 883.21	3 982.78	4 082.35	4 181.92	4 281.49	99.57	99.57
3 504.82	3 596.89	3 688.96	3 781.03	3 873.10	3 965.17	92.07	92.07
3 302.35	3 389.43	3 476.51	3 563.59	3 650.67	3 737.75	87.08	87.08

The Netherlands

Salary table in EUR, 1 July 2014

	1	2	3	4	5	6	7	
A7	12 165.01	12 592.44	13 019.87	13 447.30	13 874.73	14 302.16	14 928.72	
A6	11 243.94	11 570.07	11 896.20	12 222.33	12 548.46	12 874.59	13 364.23	
A5	9 718.52	10 004.83	10 291.14	10 577.45	10 863.76	11 150.07	11 436.38	
A4(2)	9 697.95	9 984.26	10 270.57	10 556.88	10 843.19	11 129.50	11 415.81	
A4	8 378.87	8 631.21	8 883.55	9 135.89	9 388.23	9 640.57	9 892.91	
A3	7 152.30	7 377.98	7 603.66	7 829.34	8 055.02	8 280.70	8 506.38	
A2	5 945.58	6 148.10	6 350.62	6 553.14	6 755.66	6 958.18	7 160.70	
A1	5 153.90	5 329.03	5 504.16	5 679.29	5 854.42	6 029.55	6 204.68	
B6	5 743.06	5 945.58	6 148.10	6 350.62	6 553.14	6 755.66	6 958.18	
B5	4 978.77	5 153.90	5 329.03	5 504.16	5 679.29	5 854.42	6 029.55	
B4	4 352.91	4 504.76	4 656.61	4 808.46	4 960.31	5 112.16	5 264.01	
B3	3 816.83	3 951.33	4 085.83	4 220.33	4 354.83	4 489.33	4 623.83	
B2	3 377.83	3 495.71	3 613.59	3 731.47	3 849.35	3 967.23	4 085.11	
B1	3 009.30	3 116.37	3 223.44	3 330.51	3 437.58	3 544.65	3 651.72	
C6	4 255.92	4 392.03	4 528.14	4 664.25	4 800.36	4 936.47	5 072.58	
C5	3 767.13	3 888.24	4 009.35	4 130.46	4 251.57	4 372.68	4 493.79	
C4	3 384.44	3 494.01	3 603.58	3 713.15	3 822.72	3 932.29	4 041.86	
C3	3 088.94	3 188.58	3 288.22	3 387.86	3 487.50	3 587.14	3 686.78	
C2	2 862.45	2 954.59	3 046.73	3 138.87	3 231.01	3 323.15	3 415.29	
C1	2 694.79	2 781.93	2 869.07	2 956.21	3 043.35	3 130.49	3 217.63	

8	9	10	11	12	13	12 M.	24 M.
15 555.28						427.43	626.56
13 853.87	14 343.51	14 833.15				326.13	489.64
11 722.69	12 141.77	12 560.85	12 979.93	13 399.01	13 818.09	286.31	419.08
11 702.12	12 028.25	12 354.38	12 680.51	13 006.64	13 332.77	286.31	326.13
10 145.25	10 471.38	10 797.51	11 123.64	11 449.77	11 775.90	252.34	326.13
8 732.06	9 028.33	9 324.60	9 620.87	9 917.14	10 213.41	225.68	296.27
7 363.22	7 565.74	7 768.26	7 970.78	8 173.30	8 375.83	202.52	202.52
6 379.81	6 554.94	6 730.07	6 905.20	7 080.33	7 255.47	175.13	175.13
7 160.70	7 363.22	7 565.74	7 768.26	7 970.78	8 173.30	202.52	202.52
6 204.68	6 379.81	6 554.94	6 730.07	6 905.20	7 080.33	175.13	175.13
5 415.86	5 567.71	5 719.56	5 871.41	6 023.26	6 175.11	151.85	151.85
4 758.33	4 892.83	5 027.33	5 161.83	5 296.33	5 430.83	134.50	134.50
4 202.99	4 320.87	4 438.75	4 556.63	4 674.51	4 792.39	117.88	117.88
3 758.79	3 865.86	3 972.93	4 080.00	4 187.07	4 294.14	107.07	107.07
5 208.69	5 344.80	5 480.91	5 617.02	5 753.13	5 889.24	136.11	136.11
4 614.90	4 736.01	4 857.12	4 978.23	5 099.34	5 220.45	121.11	121.11
4 151.43	4 261.00	4 370.57	4 480.14	4 589.71	4 699.28	109.57	109.57
3 786.42	3 886.06	3 985.70	4 085.34	4 184.98	4 284.62	99.64	99.64
3 507.43	3 599.57	3 691.71	3 783.85	3 875.99	3 968.13	92.14	92.14
3 304.77	3 391.91	3 479.05	3 566.19	3 653.33	3 740.47	87.14	87.14

Austria

Salary table in EUR, 1 July 2014

	1	2	3	4	5	6	7	
A7	12 096.17	12 521.18	12 946.19	13 371.20	13 796.21	14 221.22	14 844.23	
A6	11 180.32	11 504.60	11 828.88	12 153.16	12 477.44	12 801.72	13 288.59	
A5	9 663.52	9 948.21	10 232.90	10 517.59	10 802.28	11 086.97	11 371.66	
A4(2)	9 643.04	9 927.73	10 212.42	10 497.11	10 781.80	11 066.49	11 351.18	
A4	8 331.46	8 582.37	8 833.28	9 084.19	9 335.10	9 586.01	9 836.92	
A3	7 111.83	7 336.23	7 560.63	7 785.03	8 009.43	8 233.83	8 458.23	
A2	5 911.93	6 113.30	6 314.67	6 516.04	6 717.41	6 918.78	7 120.15	
A1	5 124.73	5 298.86	5 472.99	5 647.12	5 821.25	5 995.38	6 169.51	
B6	5 710.56	5 911.93	6 113.30	6 314.67	6 516.04	6 717.41	6 918.78	
B5	4 950.60	5 124.73	5 298.86	5 472.99	5 647.12	5 821.25	5 995.38	
B4	4 328.27	4 479.26	4 630.25	4 781.24	4 932.23	5 083.22	5 234.21	
B3	3 795.23	3 928.97	4 062.71	4 196.45	4 330.19	4 463.93	4 597.67	
B2	3 358.71	3 475.92	3 593.13	3 710.34	3 827.55	3 944.76	4 061.97	
B1	2 992.27	3 098.73	3 205.19	3 311.65	3 418.11	3 524.57	3 631.03	
C6	4 231.83	4 367.17	4 502.51	4 637.85	4 773.19	4 908.53	5 043.87	
C5	3 745.81	3 866.24	3 986.67	4 107.10	4 227.53	4 347.96	4 468.39	
C4	3 365.29	3 474.24	3 583.19	3 692.14	3 801.09	3 910.04	4 018.99	
C3	3 071.46	3 170.54	3 269.62	3 368.70	3 467.78	3 566.86	3 665.94	
C2	2 846.25	2 937.87	3 029.49	3 121.11	3 212.73	3 304.35	3 395.97	
C1	2 679.54	2 766.19	2 852.84	2 939.49	3 026.14	3 112.79	3 199.44	

8	9	10	11	12	13	12 M.	24 M.
15 467.24						425.01	623.01
13 775.46	14 262.33	14 749.20				324.28	486.87
11 656.35	12 073.06	12 489.77	12 906.48	13 323.19	13 739.90	284.69	416.71
11 635.87	11 960.15	12 284.43	12 608.71	12 932.99	13 257.27	284.69	324.28
10 087.83	10 412.11	10 736.39	11 060.67	11 384.95	11 709.23	250.91	324.28
8 682.63	8 977.23	9 271.83	9 566.43	9 861.03	10 155.63	224.40	294.60
7 321.52	7 522.89	7 724.26	7 925.63	8 127.00	8 328.38	201.37	201.37
6 343.64	6 517.77	6 691.90	6 866.03	7 040.16	7 214.30	174.13	174.13
7 120.15	7 321.52	7 522.89	7 724.26	7 925.63	8 127.00	201.37	201.37
6 169.51	6 343.64	6 517.77	6 691.90	6 866.03	7 040.16	174.13	174.13
5 385.20	5 536.19	5 687.18	5 838.17	5 989.16	6 140.15	150.99	150.99
4 731.41	4 865.15	4 998.89	5 132.63	5 266.37	5 400.11	133.74	133.74
4 179.18	4 296.39	4 413.60	4 530.81	4 648.02	4 765.23	117.21	117.21
3 737.49	3 843.95	3 950.41	4 056.87	4 163.33	4 269.79	106.46	106.46
5 179.21	5 314.55	5 449.89	5 585.23	5 720.57	5 855.91	135.34	135.34
4 588.82	4 709.25	4 829.68	4 950.11	5 070.54	5 190.97	120.43	120.43
4 127.94	4 236.89	4 345.84	4 454.79	4 563.74	4 672.69	108.95	108.95
3 765.02	3 864.10	3 963.18	4 062.26	4 161.34	4 260.42	99.08	99.08
3 487.59	3 579.21	3 670.83	3 762.45	3 854.07	3 945.69	91.62	91.62
3 286.09	3 372.74	3 459.39	3 546.04	3 632.69	3 719.34	86.65	86.65

Belgium

Salary table in EUR, 1 July 2014

	1	2	3	4	5	6	7	
A7	11 284.79	11 681.29	12 077.79	12 474.29	12 870.79	13 267.29	13 848.51	
A6	10 430.37	10 732.90	11 035.43	11 337.96	11 640.49	11 943.02	12 397.23	
A5	9 015.32	9 280.91	9 546.50	9 812.09	10 077.68	10 343.27	10 608.86	
A4(2)	8 996.25	9 261.84	9 527.43	9 793.02	10 058.61	10 324.20	10 589.79	
A4	7 772.61	8 006.69	8 240.77	8 474.85	8 708.93	8 943.01	9 177.09	
A3	6 634.79	6 844.14	7 053.49	7 262.84	7 472.19	7 681.54	7 890.89	
A2	5 515.38	5 703.24	5 891.10	6 078.96	6 266.82	6 454.68	6 642.54	
A1	4 780.98	4 943.43	5 105.88	5 268.33	5 430.78	5 593.23	5 755.68	
B6	5 327.52	5 515.38	5 703.24	5 891.10	6 078.96	6 266.82	6 454.68	
B5	4 618.53	4 780.98	4 943.43	5 105.88	5 268.33	5 430.78	5 593.23	
B4	4 037.95	4 178.81	4 319.67	4 460.53	4 601.39	4 742.25	4 883.11	
B3	3 540.66	3 665.43	3 790.20	3 914.97	4 039.74	4 164.51	4 289.28	
B2	3 133.42	3 242.77	3 352.12	3 461.47	3 570.82	3 680.17	3 789.52	
B1	2 791.56	2 890.88	2 990.20	3 089.52	3 188.84	3 288.16	3 387.48	
C6	3 947.97	4 074.24	4 200.51	4 326.78	4 453.05	4 579.32	4 705.59	
C5	3 494.55	3 606.90	3 719.25	3 831.60	3 943.95	4 056.30	4 168.65	
C4	3 139.56	3 241.20	3 342.84	3 444.48	3 546.12	3 647.76	3 749.40	
C3	2 865.43	2 957.86	3 050.29	3 142.72	3 235.15	3 327.58	3 420.01	
C2	2 655.34	2 740.81	2 826.28	2 911.75	2 997.22	3 082.69	3 168.16	
C1	2 499.80	2 580.63	2 661.46	2 742.29	2 823.12	2 903.95	2 984.78	

8	9	10	11	12	13	12 M.	24 M.
14 429.73						396.50	581.22
12 851.44	13 305.65	13 759.86				302.53	454.21
10 874.45	11 263.21	11 651.97	12 040.73	12 429.49	12 818.25	265.59	388.76
10 855.38	11 157.91	11 460.44	11 762.97	12 065.50	12 368.03	265.59	302.53
9 411.17	9 713.70	10 016.23	10 318.76	10 621.29	10 923.82	234.08	302.53
8 100.24	8 375.08	8 649.92	8 924.76	9 199.60	9 474.44	209.35	274.84
6 830.40	7 018.26	7 206.12	7 393.98	7 581.84	7 769.71	187.86	187.86
5 918.13	6 080.58	6 243.03	6 405.48	6 567.93	6 730.39	162.45	162.45
6 642.54	6 830.40	7 018.26	7 206.12	7 393.98	7 581.84	187.86	187.86
5 755.68	5 918.13	6 080.58	6 243.03	6 405.48	6 567.93	162.45	162.45
5 023.97	5 164.83	5 305.69	5 446.55	5 587.41	5 728.27	140.86	140.86
4 414.05	4 538.82	4 663.59	4 788.36	4 913.13	5 037.90	124.77	124.77
3 898.87	4 008.22	4 117.57	4 226.92	4 336.27	4 445.62	109.35	109.35
3 486.80	3 586.12	3 685.44	3 784.76	3 884.08	3 983.40	99.32	99.32
4 831.86	4 958.13	5 084.40	5 210.67	5 336.94	5 463.21	126.27	126.27
4 281.00	4 393.35	4 505.70	4 618.05	4 730.40	4 842.75	112.35	112.35
3 851.04	3 952.68	4 054.32	4 155.96	4 257.60	4 359.24	101.64	101.64
3 512.44	3 604.87	3 697.30	3 789.73	3 882.16	3 974.59	92.43	92.43
3 253.63	3 339.10	3 424.57	3 510.04	3 595.51	3 680.98	85.47	85.47
3 065.61	3 146.44	3 227.27	3 308.10	3 388.93	3 469.76	80.83	80.83

Published and edited by
European Patent Office
Munich
Germany
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