

# annual accounts 2022

DRAFT

**Vereniging European Polar Board  
at The Hague**

date 19 september 2023  
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## Report of the Board 2022

### General information

Legal name: European Polar Board (EPB)  
Address: Laan van Nieuw Oost-Indië 300, 2593 CE The Hague, The Netherlands  
Legal status: Dutch association with full legal capacity  
CCI number: 65665759  
RSIN: 856206362

The European Polar Board (EPB) is an independent organisation focused on major strategic priorities in the Arctic and Antarctic. EPB Members include research institutes, logistics operators, funding agencies, scientific academies and government ministries from across Europe.

The EPB is a unified network for the European polar community to **coordinate** and **collaborate** on scientific priorities and communicate as **the voice of European polar research**.

As the single contact point for communication, the EPB has a mission to foster and advance the coordination of, and collaboration with the European polar research community and beyond. The EPB serves as a **knowledge-sharing forum** for members and the wider European polar research community by supporting **scientific cooperation** and **information-exchange** in **research, logistics** and **infrastructure** in the polar regions.

The EPB fosters the strong member network and find synergies with existing and new organisations to identify opportunities and tools for collaboration in flagship polar research projects.

The EPB promotes and optimises communication tools and platforms for members and the research community to encourage knowledge-sharing, provide sound policy advice, and strengthen networks for the next generation in Polar research.

The EPB's work is largely implemented through its various **Action Groups**, focused on issues such as infrastructure, international cooperation, policy advice and the environmental impacts of polar research and logistics.

The EPB also participates in large-scale **projects** with European and international partners, with tasks focusing on coordination of polar research and communication with policymakers or other stakeholders.

The EPB Members together form the **Plenary**, which meets twice annually to advance its work in line with the EPB **Strategy**.

Established by the European Science Foundation in 1995, the EPB has been an independent entity since 2015, with its **Secretariat** hosted by the **Dutch Research Council (NWO)** in The Hague.

The Association has as its object:

- a. to be the voice of the European polar research;
- b. to facilitate cooperation in all fields of polar science in its Member organisations across Europe;
- c. to perform all other actions related to the above in the broadest sense of those terms, or which could be beneficial to these.

## Organisation of the Association

The organisation of the Association comprises:

- the Board (Executive Committee)
- the Plenary Meeting
- the Secretariat

## Governance structure

The Plenary is the highest decision-making organ within the EPB, followed by the Board (Executive Committee) and then the Chair.

Members of the Board as of 31<sup>st</sup> of December 2022:

- Nicole Biebow (Chair)
- Egill Thor Níelsson
- Marie-Noelle Houssais
- Vito Vitale
- Peter Sköld
- Renuka Badhe (Executive Secretary)

Members of the Financial Committee as of 31<sup>st</sup> of December 2022:

- Nicole Biebow (Chair)
- Rein Vaikmae
- Philippe Huybrechts
- Renuka Badhe (Executive Secretary, non-voting member)

Members of the Association as of 31<sup>st</sup> of December 2022:

- Austrian Science Research Fund (FWF), Austria
- National Fund for Scientific Research (FNRS), Belgium
- Research Foundation Flanders (FWO), Belgium
- Belgian Science Policy Office (BELSPO), Belgium
- Bulgarian Antarctic Institute (BAI), Bulgaria
- Danish Agency for Science and Higher Education (DASHE), Denmark
- Estonian Academy of Sciences (EAS), Estonia
- Thule Institute, University of Oulu, Finland
- Arctic Centre, University of Lapland, Finland
- National Centre for Scientific Research (CNRS), France
- French Polar Institute Paul Emille Victor (IPEV), France
- Helmholtz Association (HGF), Germany
- Icelandic Centre for Research (RANNIS), Iceland
- Italian National Research Council (CNR), Italy
- National Programme for Research in Antarctica (PNRA), Italy

- Polar.lu, Luxembourg
- Netherlands Organisation for Scientific Research (NWO), Netherlands
- The Research Council of Norway (RCN), Norway
- Institute of Marine Research, Norway
- Polish Academy of Sciences, Poland
- Foundation for Science and Technology (FCT), Portugal
- Council for Scientific Research (CSIC), Spain
- Ministry of Science and Innovation (MCIN), Spain
- Arctic Research Centre at Umeå University (ARCUM), Sweden
- Swedish Polar Research Secretariat (SPRS), Sweden
- Swiss National Science Foundation (SNF), Switzerland
- TÜBITAK Marmara Research Center Polar Research Institute (TÜBITAK-MAMPRI), Turkey
- State Institution National Antarctic Science Center (NASC), Ukraine
- Natural Environment Research Council (NERC), UK

Secretariat:

- Renuka Badhe (Executive Secretary)
- Griffith Couser (Policy Officer)
- Eva Horovcakova (Communications Officer)
- Pjotr Elshout (Project Officer)
- Jeanique Everts (Administrative Assistant)

## Summary statement of income and expenditure per reporting date with budget 2022

	Actual 2022	Budget 2022
	€	€
<b>Income</b>		
Income from membership fees	196,100	196,100
Income from hosting party	50,000	50,000
Income project SO-CHIC	62,026	69,770
Income project INTERACT III	13,645	34,171
Income project EU-PolarNet 2	95,256	63,397
Income project Arctic PASSION	45,263	83,607
Income project OCEAN ICE	3,743	5,098
Other income	5,000	0
	<hr/>	<hr/>
Total income	471,033	502,143
	<hr/>	<hr/>
<b>Expenditure</b>		
EPB Committee Meetings	27,629	30,000
Direct Activity in support of polar research community	14,311	36,000
Communication & Outreach	2,454	39,000
EPB internal activities	26,813	52,000
Management and administration	155,609	185,000
Project costs SO-CHIC	49,621	67,712
Project costs INTERACT III	10,916	33,419
Project costs EU-PolarNet 2	76,205	62,370
Project costs Arctic PASSION	36,210	87,227
Project costs OCEAN ICE	2,994	5,314
	<hr/>	<hr/>
Total expenditure	402,762	598,042
	<hr/>	<hr/>
<b>Balance income and expenditure</b>	<b>68,271</b>	<b>-95,899</b>
	<hr/>	<hr/>

The balance of income and expenditure will be added to the continuity reserve and the general reserve.

## Activities and financial perspective

For the period 2022, the EPB had a budgeted balance of income and expenditure of € 95,899 negative and realised a balance of income and expenditure of € 68,271.

The realised income 2022 is € 31,110 lower than budgeted, due to lower than budget income from the projects.

The realised expenditure is € 402,762, budgeted was € 598,042. The actual expenses spent in the budget lines for 2022 were lower than budgeted, due to the lower costs than anticipated for activities such as the direct activity in support of polar research community expenses, EPB internal activities and Communication & Outreach. The project costs of the EPB will be higher in 2023, since the EPB has hired a communications officer which is mainly paid from EU project funds. Since the EPB's responsibilities in EU projects are more demanding at the end of the projects, the claimed costs will increase in 2023 and 2024.

Several science activities are carried forward to the budget of 2023 as the activities continue in the next calendar years'.

## Taxes

As of 2017 the Tax Administration designated European Polar Board as an institution for General Benefit (Algemeen Nut Beogende Instelling or ANBI). Donations to the Foundation can therefore be deducted from income tax, as well as from company and inheritance tax.

## Report of activities 2022

### *EPB Plenary Meetings:*

The EPB's Spring 2022 Plenary Meeting was on the 5<sup>th</sup> and 6<sup>th</sup> of April 2022 and the Autumn 2022 Plenary Meeting was on the 22<sup>nd</sup> and 23<sup>rd</sup> of November 2022. The Spring Plenary Meeting was held online. The Autumn Plenary Meeting was held in Luxembourg City.

### *EPB Spring Plenary 2022, online*

At the EPB Spring Plenary 2022, the State Institution National Antarctic Science Center from Ukraine was accepted as a new EPB Member by EPB Plenary.

P. Huybrechts and R. Vaikmae decided to continue a second two-year term as members of the Finance Committee, which was approved by Plenary.

Plenary decided to approve a request from the Polish Academy of Sciences to waive their contribution fee (of 5,500 euros) for 2023 in support of their hosting of Ukrainian scientists. Plenary underlined this was an one-occasion-only decision.

### *EPB Strategy Retreat, Bologna, Italy*

In summer 2022, the representatives of the EPB partook in a retreat in Bologna, Italy, to develop a new EPB Strategy for 2023-2027. The Strategy will be made publicly available early 2023.

*EPB Autumn Plenary, Luxembourg City, Luxembourg*

In reaction to the Russian invasion of Ukraine, EPB Plenary decided to remove any future plans from the EPB Action List regarding collaboration with Russian entities.

During EPB Autumn Plenary, Plenary approved to increase the EPB continuity reserve with € 50,000 to ensure that the EPB Secretariat could carry out their remaining tasks in case of termination of the organisation.

Since the EPB Hosting Agreement with the Dutch Research Council will be completed December 2024, the Plenary started developing the procedure to find a new host. In 2023, the EPB Executive Committee will review the hosting process criteria. The responsibility to execute the procedure to find a new host will be managed by an Evaluation Committee, set up in 2023. EPB Plenary will make a final decision in 2023 on who the new host will be, based upon offers from interested parties.

P. Skold was appointed by Plenary for a second term as EXCOM Member.

During EPB Autumn Plenary, Plenary approved plans for the EPB to provide hosting for 5 PhD students in coordination with the AIR Centre and EPB Member FTC, starting 2023.

*EPB Action Groups activities 2022:*

In 2022, the **EPB Action Group on Infrastructure** launched Polar dex, a tool that can be used to plan scientific Polar cruises. The Action Group disseminated and promoted Polar dex at several relevant conferences. To further develop Polar dex, Plenary approved a € 3,000 budget increase.

The **EPB Action Group on International Cooperation** Chair stepped down (H. Burgess) and was replaced by C. Krieger. In 2022, the EPB held a workshop with the Asian Forum of Polar Sciences (AFoPS), in which both the EPB and AFoPS presented their operative polar research infrastructures, research prioritisation and promoted opportunities for international collaboration.

The **EPB Action Group on Environmental Impacts of Polar Research and Logistics** finalised a synthesis report on environmental impacts. For the images used in the report, approval was needed of the copyright owners, which caused a slight delay in publication, which was postponed to early 2023. The Action Group was granted an extra year by Plenary to disseminate the report.

The **EPB Policy Advisory Group** received a request from EPB Member IPEV, asking advice regarding the impact of high fuel prices on polar research. The Policy Advisory Group produced a Policy Brief on the Impacts of High Fuel Prices on Polar Research in response, and approved this Policy Brief to be public, to ensure other relevant parties would have access to its contents.



*Activities in 2022 of collaborative EU level projects the EPB participates in:*

**EU-PolarNet 2:**

EU-PolarNet 2 is an EU Horizon project that aims to coordinate and co-design the European Polar Research Area. The EPB leads Work Package 6 and has overseen ongoing work to develop the European Polar Coordination Office (EPCO). During Autumn Plenary 2022, EPB Plenary and the EU-PolarNet 2 board decided the future EPCO will be hosted by the EPB.

**SO-CHIC:**

SO-CHIC is an EU Horizon project, which aims to understand the Southern Ocean carbon and heat impact on the climate. The EPB leads Work Package 8. In 2022, the EPB has organised policy briefings for representatives of the European Parliament and European Commission.

**Arctic PASSION:**

Arctic PASSION is an EU Horizon project which aims to develop an overarching system that combines separate already existing polar observing tools and systems, and to utilise these tools for societal needs and benefits. The EPB is involved in Work Package 6, 7 and 8 of Arctic PASSION. The EPB work focus is on policy advice, supporting EU Polar Cluster and for the legacy planning of the project. In June 2022, representatives of partners of the Arctic PASSION project met in Denmark during the Arctic PASSION General Assembly to share their work for Arctic PASSION.

**INTERACT III:**

INTERACT III is an EU Horizon project that connects research stations in the circumpolar and alpine regions to facilitate knowledge exchange. The project also coordinates a transnational access programme, enabling international polar scientists to access remote stations. The EPB is involved in Work Package 6, for which it studies the efficiency of the Agreement on Enhancing International Arctic Scientific Cooperation, signed by the Arctic Council in 2018. In 2023 and 2024, the EPB will disseminate the findings to international policy makers.

**OCEAN ICE:**

OCEAN ICE is a project that started end 2022 and aims to understand the interactions between oceans and ice sheets and is closely connected to SO-CHIC. The EPB is involved in Work Package 9, which focuses on policy and communication.

**EU Polar Cluster:**

The EU Polar Cluster is a network of 20+ EU Horizon Projects and three permanent polar organisations which facilitates knowledge exchange and the sharing of best practices between Members. The EPB is together with the British Antarctic Survey (BAS) and the Alfred Wegener Institute (AWI) co-coordinators of this cluster. The EPB Secretariat has actively promoted this cluster at relevant events to draw attention to expertise European Polar Science and has organised meetings for EU Polar Cluster Members to meet and exchange experiences on relevant topics, such as the impact of COVID-19 on polar research and the effects of the ban on working with Russian entities on EU Horizon polar projects.

#### Policy regarding continuity reserve and general reserve

The EPB has a policy regarding holding a reserve for continuity which amounts to one year of operational costs. Plenary decided to increase the reserve with an additional € 50,000 to reflect the current EPB, to a total of € 150,000. Any results are first added to this reserve if needed, or added to a general reserve.

The general reserve is held by the EPB to finance its new, existing and developing activities in the future in line with its Strategy.

#### Treasury policy

All funds are held in a Dutch bank account. This to make certain the EPB can use its liquidity at all times. This reflects the low risk profile of treasury by the EPB.

#### Communication with external stakeholders policy

The EPB communicates with external stakeholders in a variety of ways. The EPB communicates with other organisations and partners directly through attendance and representation at a variety of relevant European and international meetings, using presentations, workshops and individual face to face contact.

Additionally, the EPB utilises a variety of online communication methods, including webinars, a website, an email newsletter, active Twitter and YouTube accounts and emails directly to individuals within partner organisations. To increase efficiency of communication during the COVID-19 pandemic, the EPB utilised all relevant online communication tools.

## Members of Board, financial committee and Governance

### Tasks and responsibility of Board members

The Board is charged with the management of the Association. Its duties include the adoption of a current policy plan that provides insight into the work to be carried out by the Association in the pursuit of its object, the manner in which income is to be acquired, the management of the capital of the Association and the deployment thereof. The Board shall ensure that the administration expenses of the Association are in reasonable proportion to the expenditure for the purposes of its object.

### Remuneration policy

Members of the Board shall receive no remuneration, either directly or indirectly, for the work they perform for the Association in that capacity. Members of the Board will receive a reasonable, non-excessive compensation for direct costs incurred for the benefit of the Association.

The Executive Secretary is a member of the Board (Executive Committee) and is head of the EPB Secretariat. The Executive Secretary receives a salary for the work she does as head of the EPB Secretariat.

### Composition, appointment and resolution of members of Executive Committee

<u>Name</u>	<u>Role</u>	<u>Date appointment</u>	<u>Term</u>	<u>Notes</u>
<i>Current EXCOM Members (December 2022):</i>				
Nicole Biebow	EPB Chair	November 2021	1 <sup>st</sup>	
Egill Thor Niélsson	EPB EXCOM Member	November 2021	1 <sup>st</sup>	
Vito Vitale	EPB EXCOM Member	March 2019	2 <sup>nd</sup>	
Peter Sköld	EPB EXCOM Member	October 2020	2 <sup>nd</sup>	
Marie-Noelle Houssais	EPB EXCOM Member	April 2021	1 <sup>st</sup>	
Renuka Badhe	EPB Executive Secretary	January 2015	N/A	

Before January 1<sup>st</sup> 2015, the EPB was part of the European Science Foundation. The EPB formed a non-governmental body under the auspices of the European Science Foundation. The EPB Board was composed of several Executive Committee Members. Terms of current Executive Committee Members include this previous period as well.

[Overview of other positions of members of Executive Committee](#)

<b><u>Name</u></b>	<b><u>Organisation</u></b>	<b><u>Position</u></b>
<i>Current EXCOM Members (December 2022):</i>		
Nicole Biebow	Alfred Wegener Institute	Head, International Cooperation Unit
Egill Thor Níelsson	Icelandic Centre for Research (RANNIS)	
Vito Vitale	CNR Institute of Polar Science (ISP)	Senior Researcher
Peter Sköld	Arctic Research Centre (ARCUM) at Umeå University	Director
Marie-Noelle Houssais	Laboratory of Ocean and Climate (LOCEAN, CNRS-Sorbonne University Joint Unit)	Senior Scientist
Renuka Badhe	European Polar Board	Executive Secretary

## Future

The EPB Strategy 2017-2022 was adopted by the Plenary in the Spring Plenary 2017. During 2020, the EPB began an internal review process which was completed in Autumn 2021. During summer 2022, the EPB started developing a new EPB Strategy for 2023-2027. The EPB external review process will inform the Strategy Development and will include feedback on the implementation of the new EPB Strategy 2023-2027. The EPB participates in the ongoing EU-funded projects SO-CHIC (due to run until October 2024), INTERACT III (due to run until December 2023), EU-PolarNet 2 and Arctic PASSION (due to run until June 2025).

**Budget 2023**

Budget year 2023 per budget item (approved at Spring 2023 Plenary Meeting)

	<u>2023</u>
	€
<b>Income</b>	
Member contributions	190,600
NWO contribution	50,000
SO-CHIC	74,213
INTERACT III	54,697
EU-PolarNet 2	45,967
Arctic PASSION	98,253
OCEAN ICE	<u>30,941</u>
Total income	<u>544,671</u>
<b>Expenditure</b>	
EPB Committee Meetings	30,000
Direct activity in Support of Polar Research Community	34,000
Direct activity costs project SO-CHIC	59,371
Direct activity costs project INTERACT III	43,757
Direct activity costs project EU-PolarNet 2	36,774
Direct activity costs project Arctic PASSION	78,603
Direct activity costs project OCEAN ICE	24,753
Communication & Outreach	39,000
Operational costs	<u>215,000</u>
Total expenditure	<u>561,258</u>
<b>Balance income and expenditure</b>	<u><u>-16,587</u></u>

**Risk**

The EPB has a strong position in Europe. The EPB is the voice and facilitator of European polar research coordination. Entry to this is subjected by the need of vast network of participants involved. Members of the EPB need relevancy from their memberships and have committed themselves to a 5-year program 2017-2022.

As an organisation which interacts as a communication channel and facilitator for Members and polar research in general compliance and reputation risks are at hand. Entering into agreements and/or connections with other parties in this high political environment could damage the reputation of the EPB. The EPB is very cautious in entering into a relationship with any organisation, such as a new Member, possible collaboration or connection. Decisions on this are made by Plenary and/or Executive Committee.

Currently, the geo-political development regarding the conflict between Ukraine and Russia also affects polar international scientific research and science diplomacy, as large parts of the Arctic are Russian territory. The EPB is not directly affected by this conflict, as the EPB has no Member who is affiliated directly with Russian authorities.

The EPB is exposed to financial risks by not receiving the membership fee in time or at all. Members are expected to pay every year during the first quarter of that year, but due to several reasons not every Member is able to cope with this. This risk is minimised by personal contact by the Executive Secretary with the applicable Member, contact with other Executive Committee Members and reporting on the status of payments during Plenary meetings.

The EPB has a continuity reserve of € 150,000 to cope with unexpected losses.

Risk profile of the EPB is acceptable and risks were adequately controlled during 2022.

Due to the outbreak of corona virus worldwide, including in the Netherlands, drastic measures have been taken by various governments to get the virus under control. The corona crisis and the measures are expected to have limited financial consequences for the foundation. There is no doubt about the going concern of the EPB (there is a good cash position). In the coming next years, the EPB is expected to further develop as an organisation as it continues work to fulfil its Strategy.

The Hague, 19th September 2023



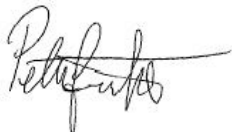
Nicole Biebow  
Chair



Egill Thor Nielsson  
EXCOM Member



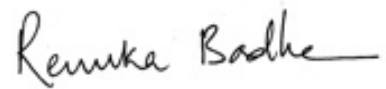
Vito Vitale  
EXCOM Member



Peter Sköld  
EXCOM Member



Marie-Noelle Houssais  
EXCOM Member



Renuka Badhe  
Executive Secretary

A. Balance sheet as at 31 December 2022  
(after allocation of balance from income and expenditure)

<u>Ref.</u>	<u>31-12-2022</u>	<u>31-12-2021</u>
	€	€
<b>ASSETS</b>		
	Current assets	
1.	18.314	7.150
	- Receivables	
2.	667.710	603.219
	- Cash and cash equivalents	
	<u>686.024</u>	<u>610.369</u>
	Total current assets	
	<b><u>686.024</u></b>	<b><u>610.369</u></b>
	<b>Total assets</b>	
<b>LIABILITIES</b>		
3.	Reserves	
	150.000	100.000
	- Continuity reserve	
	301.490	283.219
	- General reserve	
	<u>451.490</u>	<u>383.219</u>
	Total reserves	
	Debts	
4.	234.535	227.151
	- Short-term debts	
	<b><u>686.025</u></b>	<b><u>610.370</u></b>
	<b>Total liabilities</b>	

## B. Statement of income and expenditure

<u>Ref.</u>	<u>Actual 2022</u>	<u>Budget 2022</u>	<u>Actual 2021</u>	
	€	€	€	
<b>INCOME</b>				
5.	Income from membership fees	196.100	196.100	178.000
6.	Income from hosting party	50.000	50.000	50.000
7.	Income SO-CHIC	62.026	69.770	31.018
8.	Income INTERACT III	13.645	34.171	15.094
9.	Income EU-PolarNet 2	95.256	63.397	30.771
10.	Income Arctic PASSION	45.263	83.607	2.659
11.	Income OCEAN ICE	3.743	5.098	0
12.	Other income	5.000	0	0
	<b>Total income</b>	<u>471.033</u>	<u>502.143</u>	<u>307.542</u>
<b>EXPENDITURE</b>				
	<i>Spent on objectives</i>			
13.	- EPB Committee Meetings	27.629	30.000	5.783
14.	- Direct activity in support of polar research community	14.311	36.000	36.566
15.	- Communication & outreach	2.454	39.000	6.370
16.	- EBP internal activities	26.813	52.000	12.350
	<i>Total spent on objectives</i>	<u>71.207</u>	<u>157.000</u>	<u>61.069</u>
17.	Management and administration	155.609	185.000	191.492
18.	Project costs SO-CHIC	49.621	67.712	24.814
19.	Project costs INTERACT III	10.916	33.419	12.075
20.	Project costs EU-PolarNet 2	76.205	62.370	24.617
21.	Project costs Arctic PASSION	36.210	87.227	2.127
22.	Project costs OCEAN ICE	2.994	5.314	0
	<b>Total expenditure</b>	<u>402.762</u>	<u>598.042</u>	<u>316.194</u>
	<b>Balance income and expenditure</b>	<u><b>68.271</b></u>	<u><b>-95.899</b></u>	<u><b>-8.652</b></u>
	Allocation:			
	- Continuity reserve	50.000	0	0
	- General reserve	18.271	-95.899	-8.652
	<b>Total</b>	<u><b>68.271</b></u>	<u><b>-95.899</b></u>	<u><b>-8.652</b></u>



## C. Accounting principles

### General information

The reporting entity, the European Polar Board, was founded on March 23, 2016. It has its registered office at Laan van Nieuw Oost-Indië 300, 2593 CE in The Hague.

The fiscal year 2022 covers the period January 1, 2022 through December 31, 2022.

The objective of the Association, under its Articles of Association (art. 3.1) reads as follows:

*The Association has as its object:*

- a. to be the voice of the European polar research;*
- b. to facilitate cooperation in all fields of polar science in its Member states across Europe;*
- c. to perform all other actions related to the above in the broadest sense of those terms, or which could be beneficial to these.*

*The Association shall endeavor to achieve this object by, inter alia (art 3.2):*

- a. providing a forum for the comprehensive inclusion of all relevant partners in Europe and the broad coverage of all scientific fields of polar research;*
- b. promoting polar research to the European Community based on its bipolar vision;*
- c. providing a central organizational structure supporting European polar science;*
- d. supporting development of joint scientific programmes, in optimized use of European research infrastructures and in representation of polar issues within European research framework programmes.*

### Going concern

The accounting policies within the financial statements are based on the assumption that the European Polar Board will be able to continue as a going concern.

### RJ C1

This presentation of the financial statements is in accordance with Dutch Accounting Standard: Board's Guideline for Annual Reporting C1 for small not-for-profit organisations.

### Estimates

In applying the accounting policies and standards for preparing financial statements, the European Polar Board is required to make estimates and judgments that might be essential for the amounts disclosed in the annual accounts. If insight is required, the nature of these judgements and estimates, including the associated assumptions, is included in the notes to the relevant financial statement items.

## **Accounting principles for the balance sheet**

Unless otherwise indicated, assets and liabilities are entered at historical cost and are used for the objectives of the Association.

The balance sheet, income statement and cash flow statement include references to the notes.

### Receivables

Receivables are recognised at fair value. If payment of the receivable is postponed under an extended payment deadline, fair value is measured on the basis of discounted value of the expected revenues. If a receivable appears to be uncollectible a provision for bad debts will be created and reported in the figures.

### Cash and cash equivalents

Cash and cash equivalents consist of cash and bank balances with a term of less than twelve months. Cash and cash equivalents are stated at nominal value.

### Reserves

The continuity reserve is created to ensure that the Association can meet its legal and moral obligations in case of a significant fall in income in the future.

The General Reserve is held by the EPB to finance its new, existing and developing activities in the future in line with its strategy. The General Reserve is used to finance multiyear activities planned by the EPB, and to finance any deficit between income and expenditure in future budgets. The EPB is proactive in reallocating finances from its general reserve in response to unforeseen circumstances, with the general reserve allowing for flexibility and responsiveness.

### Employee pension plan

The pension scheme is administered by Pensioenfonds Zorg en Welzijn (PFZW). In the event of a deficit at the pension fund, the European Polar Board has no obligation to pay additional contributions other than higher future contributions. If there is a surplus or a deficit in the fund, PFZW will decide to either reduce or increase the contributions. Premiums are recognised as personnel expenses when due. Prepaid premiums are recognised as accrued assets if this results in a refund or a reduction in future payments. Premiums not yet paid are recognised as a liability on the balance sheet. As at the balance sheet date, the fund has a policy funding ratio of 111.6% (2021: 99.7%).

### Liabilities

Liabilities are initially recognised at fair value. Transaction costs directly attributable to the incurrance of the liabilities are included in the measurement on initial recognition. Liabilities are subsequently measured at amortised costs; this is the amount received plus or less any premium or discount and net of transaction costs.

## **Accounting principles for the statement of income and expenditure**

### Income and expenditure

Income and expenditure are recognised as they are earned or incurred and are recorded in the financial statements of the period to which they relate. Losses are taken into account if they originate in the financial year and as soon as these are anticipated. Profit or loss is determined as the difference between realisable value of the services delivered and the costs and other charges for the year.

The project income is recorded as income and matched with the expenditure, according to the project agreement, in the financial statements of the period to which they relate. The personnel costs are based on the real personnel cost and time registration of each employee.

### Employee benefits

Wages, salaries and social security charges are included in the statement of income and expenditure on the basis of the conditions of employment, insofar as they are payable to employees.

## **Accounting principles for transactions in foreign currency**

### Functional currency

Items included in the financial statements are valued with due regard for the currency in the economic environment in which the Association carries out most of its activities (the functional currency). The financial statements are denominated in euros; this is both the functional currency and presentation currency of the Association.

### Transactions

Transactions in foreign currencies are stated in the financial statements at the exchange rate of the functional currency on the transaction date.

## D. Notes to the balance sheet

	<u>31-12-2022</u>	<u>31-12-2021</u>
	€	€
1. <u>Receivables</u>		
Amounts receivable membership fees	14.550	6.500
Receivables	<u>3.764</u>	<u>650</u>
Total receivables	<u><u>18.314</u></u>	<u><u>7.150</u></u>
- Amounts receivable membership fees		
MINECO	3.250	3.250
SNF	7.700	0
Belspo	3.600 *	0
Polar.lu	<u>0</u>	<u>3.250</u>
Total amounts receivable membership fees	<u><u>14.550</u></u>	<u><u>6.500</u></u>
* Received January 4th 2023.		
- Receivables		
Project OCEAN ICE	3.743	0
Interest	21	0
Other receivables	<u>0</u>	<u>650</u>
Total amounts receivable	<u><u>3.764</u></u>	<u><u>650</u></u>
2. <u>Cash and cash equivalents</u>		
ABN AMRO - Bank Account project EU-PolarNet2	300.919	371.014
ABN AMRO - Bank Account project So-Chic	122.195	122.264
ABN AMRO - Bank Saving Account	100.000	100.000
ABN AMRO - Bank Account (other projects)	<u>144.596</u>	<u>9.941</u>
Total cash and cash equivalents	<u><u>667.710</u></u>	<u><u>603.219</u></u>

The cash and cash equivalents can be withdrawn upon demand.

	<u>31-12-2022</u>	<u>31-12-2021</u>
	€	€
3. <u>Reserves</u>		
- Continuity reserve		
Balance at 1 January 2022	100.000	100.000
Allocation balance income and expenditure	<u>50.000</u>	<u>0</u>
Balance at 31 December 2022	<u><u>150.000</u></u>	<u><u>100.000</u></u>

The Board has decided to create a continuity reserve of € 150,000 to cope with unexpected losses.

- General reserve		
Balance at 1 January 2022	283.219	291.871
Allocation balance income and expenditure	<u>18.271</u>	<u>-8.652</u>
Balance at 31 December 2022	<u><u>301.490</u></u>	<u><u>283.219</u></u>

The General Reserve is held by the EPB to finance its new, existing and developing activities in the future in line with its Strategy. The General Reserve is used to finance multiyear activities planned by the EPB, and to finance any deficit between income and expenditure in future budgets. The EPB is proactive in reallocating finances from its general reserve in response to unforeseen circumstances, with the general reserve allowing for flexibility and responsiveness.

4. <u>Short-term debts</u>		
Received in advance		
- Arctic Passion	93.513	-2.659
- SO-CHIC	3.108	65.134
- INTERACT III	20.970	21.298
- EU-PolarNet 2	25.734	61.673
Staff costs	54.657	52.356
Auditor costs	0	12.100
Salary taxes	9.192	6.366
Travel expenses	11.002	0
Reservation holidaypay	5.399	4.387
Reservation holidays	5.167	3.882
Other short-term debts	<u>5.793</u>	<u>2.614</u>
Total short-term debts	<u><u>234.535</u></u>	<u><u>227.151</u></u>

	<u>31-12-2022</u>	<u>31-12-2021</u>
	€	€
- Received in advance Arctic Passion		
Balance at 1 January	-2.659	0
Received payment	141.435	0
Income	<u>-45.263</u>	<u>-2.659</u>
Balance at 31 December	<u><u>93.513</u></u>	<u><u>-2.659</u></u>
- Received in advance SO-CHIC		
Balance at 1 January	65.134	96.151
Income	<u>-62.026</u>	<u>-31.018</u>
Balance at 31 December	<u><u>3.108</u></u>	<u><u>65.134</u></u>
- Received in advance INTERACT III		
Balance at 1 January	21.298	36.392
Received payment	13.317	0
Income	<u>-13.645</u>	<u>-15.094</u>
Balance at 31 December	<u><u>20.970</u></u>	<u><u>21.298</u></u>
- Received in advance EU-PolarNet 2		
Balance at 1 January	61.673	92.444
Received payment	59.317	0
Income	<u>-95.256</u>	<u>-30.771</u>
Balance at 31 December	<u><u>25.734</u></u>	<u><u>61.673</u></u>

## RIGHTS AND COMMITMENTS NOT APPEARING IN THE BALANCE SHEET

With the 'Nederlandse Organisatie voor Wetenschappelijk Onderzoek' (NWO) a hosting agreement until 2020 has been agreed upon as decided by Plenary Meeting in Autumn 2014. NWO will facilitate housing, office, IT, finance, administration and staffing services.

In April 2018, the EPB received notification from NWO of their decision to extend their offer to host the Secretariat in The Hague for a second period of 5 years, starting on 1st January 2020 and ending 31st December 2024. The offered conditions of the hosting agreement remain the same as the first 5-year period, subject to practical and required operational adjustments based on mutual agreement between the EPB and NWO.

## POST BALANCE SHEET EVENTS

There have been no significant events post balance date which would materially affect the annual accounts.

## E. Notes to the statement of income and expenditure

	<u>Actual 2022</u>	<u>Budget 2022</u>	<u>Actual 2021</u>
	€	€	€
<b>INCOME</b>			
<b>5.</b>	<u>Income from membership fees</u>		
	Membership fees	<u>196.100</u>	<u>196.100</u>
	Total income from membership fees	<u><u>196.100</u></u>	<u><u>178.000</u></u>
<b>6.</b>	<u>Income from hosting party</u>		
	Contribution hosting party	40.000	40.000
	Contribution hosting party in kind	<u>10.000</u>	<u>10.000</u>
	Total income from hosting party	<u><u>50.000</u></u>	<u><u>50.000</u></u>
<b>7.</b>	<u>Income project SO-CHIC</u>		
	Income project SO-CHIC	<u>62.026</u>	<u>69.770</u>
	Total income project SO-CHIC	<u><u>62.026</u></u>	<u><u>31.018</u></u>
	<p>The EPB is one of the partners in the EU project SO-CHIC. The coordinator of the SO-CHIC project is the Sorbonne University. The project has started on November 1st 2019 and has a duration of 48 months. The total budget of the EPB is € 253,250, the total budget of the project is € 7,989,925. The total project costs (direct and indirect costs) from the start of the project until 31-12-2022 is € 119,297.</p>		
<b>8.</b>	<u>Income project INTERACT III</u>		
	<u>13.645</u>	<u>34.171</u>	<u>15.094</u>

The EPB is one of the partners in the EU project INTERACT III. The coordinator of the INTERACT III project is the Lund University. The project has started on January 1st 2020 and has a duration of 48 months. The total budget of the EPB is € 89,875, the total budget of the project is € 10,000,000. The total project costs (direct and indirect costs) from the start of the project until 31-12-2022 is € 35,786.



	<u>Actual 2022</u>	<u>Budget 2022</u>	<u>Actual 2021</u>
	€	€	€
9. <u>Income project EU-PolarNet 2</u>	<u>95.256</u>	<u>63.397</u>	<u>30.771</u>

The EPB is one of the partners in the EU project EU-PolarNet 2. The coordinator of the EU-PolarNet 2 project is the Alfred Wegener Institute. The project has started on October 1st 2020 and has a duration of 48 months. The total budget of the EPB is € 211,250, the total budget of the project is € 3,299,254. The total project costs (direct and indirect costs) from the start of the project until 31-12-2022 is € 135,688.

10. <u>Income project Arctic PASSION</u>	<u>45.263</u>	<u>83.607</u>	<u>2.659</u>
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The EPB is one of the partners in the EU project Arctic PASSION. The coordinator of the Arctic PASSION project is the Alfred Wegener Institute. The project has started on July 1st 2021 and has a duration of 48 months. The total budget of the EPB is € 292,625, the total budget of the project is € 14,998,301. The total project costs (direct and indirect costs) from the start of the project until 31-12-2022 is € 47,921

11. <u>Income project OCEAN ICE</u>	<u>3.743</u>	<u>5.098</u>	<u>0</u>
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The EPB is one of the partners in the EU project OCEAN ICE. The coordinator of the OCEAN ICE project is Danmarks Meteorologiske Institut (DMI). The project has started on November 1st 2022 and has a duration of 48 months. The total budget of the EPB is € 122,344, the total budget of the project is € 4,886,889. The total project costs (direct and indirect costs) from the start of the project until 31-12-2022 is € 3,743.

12. Other income

IRSNB	<u>5.000</u>		
Total other income	<u>5.000</u>	<u>0</u>	<u>0</u>

The EPB hosted the Southern Ocean Decade from September 20th 2021 till September 24th 2021. The Royal Belgian Institute for Natural Science provided their support for this and other related activities between Juli 2021 and April 2022.

EXPENDITURE

13. Direct costs: EPB Committee Meetings

EPB Committee Meetings	<u>27.629</u>	<u>30.000</u>	<u>5.783</u>
Total direct costs EPB Committee Meetings	<u>27.629</u>	<u>30.000</u>	<u>5.783</u>

	<u>Actual</u> <u>2022</u>	<u>Budget</u> <u>2022</u>	<u>Actual</u> <u>2021</u>
	€	€	€
14. <u>Direct activity in support of polar research community</u>			
EPB Action Groups	0	6.000	1.300
Infrastructure online database	5.520	7.000	35.266
Support for research initiatives	2.025	10.000	0
EPB representation costs	1.766	5.000	0
Implementation of EPB MoUS	<u>5.000</u>	<u>8.000</u>	<u>0</u>
Total direct activity in support of polar research community	<u><u>14.311</u></u>	<u><u>36.000</u></u>	<u><u>36.566</u></u>

Because most meetings were online, less travel expenses were made.

15. <u>Direct costs: Communication &amp; Outreach</u>			
EPB website (training, maintenance)	1.487	6.000	1.719
EPB Outreach	279	15.000	131
Publication costs	688	6.000	0
Support for policy initiatives	0	12.000	0
EPB ASM3 webinar series	<u>0</u>	<u>0</u>	<u>4.520</u>
Total direct costs Communication & Outreach	<u><u>2.454</u></u>	<u><u>39.000</u></u>	<u><u>6.370</u></u>

The costs for Communication & Outreach were lower than expected due to the delay in publishing three reports (the EBP Strategy, the Synthesis Report on Environmental Impacts and Logistics in the Polar Regions and the Accomplishments Booklet). These reports are postponed to 2023.

16. <u>EPB internal activities</u>			
EPB Strategy (2023-2027) development	26.813	25.000	0
EPB's External review	0	10.000	0
Audit of EPB accounts	0	12.000	12.350
EPB information and data archiving and policy	<u>0</u>	<u>5.000</u>	<u>0</u>
Total direct EPB internal activities	<u><u>26.813</u></u>	<u><u>52.000</u></u>	<u><u>12.350</u></u>

The expected travel costs for external reviewers were not used, because the external review process was linked with online meetings to the Strategy Development. The audit of EPB accounts took place in 2021. The audit of EPB accounts was budgeted for 2022 but utilised in 2021.

	<u>Actual 2022</u>	<u>Budget 2022</u>	<u>Actual 2021</u>
	€	€	€
17. <u>Management and administration</u>			
C2 Employment costs for Policy	163.283	145.007	122.157
C3 Employment costs for Executive Secretary	117.084	175.000	115.085
Allocated to SO-CHIC	-44.029	-33.685	-23.011
Allocated to INTERACT III	-9.106	-17.223	-10.858
Allocated to EU-PolarNet 2	-55.923	-32.999	-21.852
Allocated to Arctic PASSION	-24.205	-57.600	-2.127
Allocated to OCEAN ICE	-2.644	-3.500	0
Bankcosts	499	0	446
Other direct costs	<u>10.650</u>	<u>10.000</u>	<u>11.652</u>
Total management and administration	<u><u>155.609</u></u>	<u><u>185.000</u></u>	<u><u>191.492</u></u>

The members of the Executive Committee receive no remuneration. The Executive Secretary is only compensated for her work at the Secretariat.

<i>Average FTE of Staff on the payroll</i>	2.49	2
<i>Number of FTE at year end</i>	3	2

18. <u>Project costs SO-CHIC</u>			
Labor costs	44.029	33.685	23.011
Travel and other costs	<u>5.592</u>	<u>34.027</u>	<u>1.803</u>
Total project costs SO-CHIC	<u><u>49.621</u></u>	<u><u>67.712</u></u>	<u><u>24.814</u></u>

19. <u>Project costs INTERACT III</u>			
Labor costs	9.106	17.223	10.858
Travel and other costs	<u>1.810</u>	<u>16.196</u>	<u>1.217</u>
Total project costs INTERACT III	<u><u>10.916</u></u>	<u><u>33.419</u></u>	<u><u>12.075</u></u>

20. <u>Project costs EU-PolarNet 2</u>			
Labor costs	55.923	32.999	21.852
Travel and other costs	<u>20.282</u>	<u>29.371</u>	<u>2.765</u>
Total project costs EU-PolarNet 2	<u><u>76.205</u></u>	<u><u>62.370</u></u>	<u><u>24.617</u></u>

	<u>Actual 2022</u>	<u>Budget 2022</u>	<u>Actual 2021</u>
	€	€	€
21. <u>Project costs Arctic PASSION</u>			
Labor costs	24.205	57.600	2.127
Travel and other costs	<u>12.005</u>	<u>29.627</u>	<u>0</u>
Total project costs Arctic PASSION	<u><u>36.210</u></u>	<u><u>87.227</u></u>	<u><u>2.127</u></u>
22. <u>Project costs OCEAN ICE</u>			
Labor costs	2.644	3.500	
Travel and other costs	<u>350</u>	<u>1.814</u>	
Total project costs OCEAN ICE	<u><u>2.994</u></u>	<u><u>5.314</u></u>	<u><u>0</u></u>

The Hague, 19th September 2023



Nicole Biebow  
Chair



Egill Thor Nielsson  
EXCOM Member



Vito Vitale  
EXCOM Member



Peter Sköld  
EXCOM Member



Marie-Noelle Houssais  
EXCOM Member



Renuka Badhe  
Executive Secretary

## Project: SO-CHIC

## Information

Grant Agreement: 821001  
 Start: 01-11-2019  
 End: 01-11-2023  
 Duration: 48 months  
 Reporting period 1: 1 up to 18 months (01-05-2021)  
 Reporting period 2: 19 up to 36 months (01-11-2022)  
 Reporting period 3: 37 up to 48 months (01-11-2023)

	Budget	Realisation							Total	
		Annual report 2019	Actual 2019	Correction 2019	Actual 2020	2021	2022	2023		
	€	€	€	€	€	€	€	€	€	
Personal costs: 27 person months of € 5,000	a	135.000	5.000	0	-5.000	17.911	23.011	44.029		84.951
Subcontracting	b	0	0	0	0	0	0	0		0
Other direct costs:										
- Travel		15.000	1.086	1.086	0	2.006	1.803	5.592		10.487
- Other goods and services		52.600	0	0	0	0	0	0		0
Subtotal other direct costs	c	67.600	1.086	1.086	0	2.006	1.803	5.592	0	10.487
Total direct costs (a + c)		202.600	6.086	1.086	-5.000	19.917	24.814	49.621	0	95.438
Indirect costs (25% of a + c)	d	50.650	1.521	271	-1.250	4.979	6.204	12.405	0	23.859
Total budget (a + b + c + d)		253.250	7.607	1.357	-6.250	24.896	31.018	62.026	0	119.297
Maximum allowable EC Contribution (a + b + c + d)		253.250	7.607	1.357	-6.250 A	24.896 B	31.018	62.026	0	119.297

## Project: INTERACT III

**Information**

Grant Agreement: 871120  
 Start: 01-01-2020  
 End: 31-12-2023  
 Duration: 48 months  
 Reporting period 1: 1 up to 18 months (01-05-2021)  
 Reporting period 2: 19 up to 36 months (01-11-2022)  
 Reporting period 3: 37 up to 48 months (01-11-2023)

		<b>Budget</b>	<b>Realisation</b>					
		<u>Total</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>Total</u>
		€	€	€	€	€	€	€
Personal costs: 9 person months	a	50.000	5.182	10.858	9.106			25.146
Subcontracting	b	0	0	0	0			0
Other direct costs:								
- Travel		12.900	456	1.217	1.810			3.483
- Other goods and services		9.000	0	0	0			0
Subtotal other direct costs	c	21.900	456	1.217	1.810	0	0	3.483
Total direct costs (a + c)		71.900	5.638	12.075	10.916	0	0	28.629
Indirect costs (25% of a + c)	d	17.975	1.410	3.019	2.729	0	0	7.157
Total budget (a + b + c + d)		89.875	7.048	15.094	13.645	0	0	35.786
Maximum allowable EC Contribution (a + b + c + d)		89.875	7.048	15.094	13.645	0	0	35.786

## Project: EU-PolarNet 2

**Information**

Grant Agreement: 101003766  
 Start: 01-10-2020  
 End: 30-09-2024  
 Duration: 48 months  
 Reporting period 1: 1 up to 18 months (31-03-2022)  
 Reporting period 2: 19 up to 36 months (30-09-2023)  
 Reporting period 3: 37 up to 48 months (30-09-2024)

		<b>Budget</b>	<b>Realisation</b>					<b>Total</b>
		<b>Total</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>2024</b>	
		€	€	€	€	€	€	
Personal costs: (€ 8,500 x 14 months)	a	119.000	7.728	21.852	55.923			85.503
Subcontracting	b	0	0	0	0			0
Other direct costs:								
- Travel	}	50.000	0	2.765	20.282			23.047
- Other goods and services			0	0	0			0
Subtotal other direct costs	c	50.000	0	2.765	20.282	0	0	23.047
Total direct costs (a + c)		169.000	7.728	24.617	76.205	0	0	108.550
Indirect costs (25% of a + c)	d	42.250	1.932	6.154	19.051	0	0	27.137
Total budget (a + b + c + d)		211.250	9.660	30.771	95.256	0	0	135.687
Maximum allowable EC Contribution (a + b + c + d)		211.250	9.660	30.771	95.256	0	0	135.687

## Project: Arctic PASSION

**Information**

Grant Agreement: 101003472  
 Start: 01-07-2021  
 End: 30-06-2025  
 Duration: 48 months  
 Reporting period 1: 1 up to 18 months (01-01-2023)  
 Reporting period 2: 19 up to 36 months (01-07-2024)  
 Reporting period 3: 37 up to 48 months (01-07-2025)

		<b>Budget</b>	<b>Realisation</b>					<b>Total</b>
		<b>Total</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	
		€	€	€	€	€	€	
Personal costs:	a	201.600	2.127	24.205				26.332
Subcontracting	b	0	0	0				0
Other direct costs:								
- Travel	}	32.500	0	12.005				12.005
- Other goods and services			0	0				0
Subtotal other direct costs	c	32.500	0	12.005	0	0	0	12.005
Total direct costs (a + c)		234.100	2.127	36.210	0	0	0	38.337
Indirect costs (25% of a + c)	d	58.525	532	9.053	0	0	0	9.585
Total budget (a + b + c + d)		292.625	2.659	45.263	0	0	0	47.922
Maximum allowable EC Contribution (a + b + c + d)		292.625	2.659	45.263	0	0	0	47.922



## Project: OCEAN ICE

**Information**

Grant Agreement: 101060452  
 Start: 01-11-2022  
 End: 31-10-2026  
 Duration: 48 months  
 Reporting period 1: 1 up to 18 months (01-05-2023)  
 Reporting period 2: 19 up to 36 months (01-11-2024)  
 Reporting period 3: 37 up to 48 months (31-10-2026)

		<b>Budget</b>	<b>Realisation</b>					<b>Total</b>
		<b>Total</b>	<b>2022</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>	
		€	€	€	€	€	€	€
Personal costs:	a	84.000	2.644					2.644
Subcontracting	b	0	0					0
Other direct costs:								
- Travel		1.875	350					350
- Other goods and services		12.000	0					0
Subtotal other direct costs	c	13.875	350	0	0	0	0	350
Total direct costs (a + c)		97.875	2.994	0	0	0	0	2.994
Indirect costs (25% of a + c)	d	24.469	749	0	0	0	0	749
Total budget (a + b + c + d)		122.344	3.743	0	0	0	0	3.743
Maximum allowable EC Contribution (a + b + c + d)		122.344	3.743	0	0	0	0	3.743