

**Account code:** 6.1  
**Project code:** --  
**Description:** Office exploitation costs 2014  
[see document MB/M(2010)11 for MB decision]

Description	Cost per month	Cost for the year 2014		
<b>Electricity: (of which 15% is charged to OHP)</b> from January-May 2014: €161.35/month, 4 months from May- December 2014: €130/month, 8 months	24.20 19.50	96.81 156.00		
<b>Heating: (of which 25% is charged to OHP)</b> From January – May: € 240.41/month (see 2013 use); 5 months From June - 31 December 2014 (new home): estimated €250/month; 7 month	60.11 62.50	300.50 437.50		
<b>Telephone landline (of which 35% is charged to OHP)</b> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; vertical-align: top;"> <u>Belgium</u>  December 2013: €2.47  January 2014: €15.46  February 2014: €15.56  March 2013: €16.32  April 2014: €13.63  May 2014: €4.01  Subtotal: € 67.45 </td> <td style="width: 50%; vertical-align: top;"> <u>Italy</u>  May – December:  Calling Card for cheap international calls (unlimited)  €25/month x 8 month = €200 </td> </tr> </table>	<u>Belgium</u> December 2013: €2.47 January 2014: €15.46 February 2014: €15.56 March 2013: €16.32 April 2014: €13.63 May 2014: €4.01 Subtotal: € 67.45	<u>Italy</u> May – December: Calling Card for cheap international calls (unlimited) €25/month x 8 month = €200		
<u>Belgium</u> December 2013: €2.47 January 2014: €15.46 February 2014: €15.56 March 2013: €16.32 April 2014: €13.63 May 2014: €4.01 Subtotal: € 67.45	<u>Italy</u> May – December: Calling Card for cheap international calls (unlimited) €25/month x 8 month = €200			
<b>Telephone landline (total):</b> € 267.45 x 35% <b>Internet subscription:</b> €25/month: 8 months x €25 x 35% = €70		93.61 70.00		
<b>Mobile Phone ( of which 50% is charged to OHP)</b> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; vertical-align: top;"> <u>Belgium</u>  December 2013: €83.09  January 2014: €52.04  February 2014: €61.48  March 2014: €64.64  April 2014: €61.77  May 2014: €46.39  subtotal: €369.41 </td> <td style="width: 50%; vertical-align: top;"> <u>Italy</u>  May –December 2014:  Prepaid phone: 6 x 50 euro =300 euro </td> </tr> </table>	<u>Belgium</u> December 2013: €83.09 January 2014: €52.04 February 2014: €61.48 March 2014: €64.64 April 2014: €61.77 May 2014: €46.39 subtotal: €369.41	<u>Italy</u> May –December 2014: Prepaid phone: 6 x 50 euro =300 euro		
<u>Belgium</u> December 2013: €83.09 January 2014: €52.04 February 2014: €61.48 March 2014: €64.64 April 2014: €61.77 May 2014: €46.39 subtotal: €369.41	<u>Italy</u> May –December 2014: Prepaid phone: 6 x 50 euro =300 euro			
<b>Mobile Phone (total):</b> €669.41 x 50% = €334.7116		334.71		
<b>Total reimbursable costs</b>		<b>1,489.13</b>		

**Bank details:**

- ING Bank, Brussels, Belgium
- Bank address: Zoniënwoodlaan 24-28, B-1640 Sint-Genesius-Rode, Belgium
- BIC/Swift Code of the bank: BBRUBEBB
- IBAN account: BE72 310152447916
- Account holder: Herman B.W.M.Koëter
- Address: Via del Colle Stabbiano 307, S.Lorenzo die Moriano, 55100 Lucca, Italy

Herman B.W.M.Koëter, 23.12.2014