

Social Report 2024

Annex to the Annual Review



Executive summary

The European Patent Office (EPO) is committed to transparency and accountability. By monitoring key EPO-wide social indicators, we aim to build an engaged, knowledgeable and collaborative organisation that is focused on employee well-being and long-term sustainability.

We have a total of 6 251 staff at the EPO. Women make up 35% of our employees and 28% of our managers.

Our employees come from 35 member states and 75% of them have a nationality which is different to that of the country in which they are serving.

The average employee is 50.2 years of age and 60% of staff have worked at the EPO for between 13 and 24 years.

In 2024, 242 staff were recruited externally. Of these, 109 were examiners and 102 were young professionals. In addition, two current young professionals were recruited as examiners. The EPO welcomed 10 seconded national experts in 2024.

We received on average 249 applications for each job vacancy in 2024. Internal mobility continued to occur, with 223 staff members changing role fully or partially during the year.

We spent over EUR 3.4 million on talent development activities in 2024, with 92% of staff participating in at least one training activity.

The average monthly basic salary at the EPO in 2024 was EUR 11 798. Spending on allowances and benefits – entitlement to which depends on individual circumstances – totalled EUR 258 million.

Payments from the EPO's pension and social security schemes amounted to EUR 504 million in 2024. The social security scheme covered 23 328 people and the average monthly basic pension was EUR 7 437.

The full implementation of flexible working conditions enabled 98% of employees to record teleworking at some point in 2024. Moreover, 59% of staff members used the possibility to telework from another EPC contracting state in 2024 and 76% of these staff members used this opportunity to work from their home country.

The number of days of sick leave in 2024 increased by 6.6% on 2023, with 31% of staff having zero days of sick leave. Annual leave and home leave remained stable.

Health-related expenditure in 2024 was EUR 3.3 million. A further EUR 3.9 million was spent on subsidising general staff welfare and social activities.

	2024	Changes 2024/2023	Trends
Headcount	6 251 -0.38%	4 046 men 2 205 women 35 nationalities	→ EPO staff has stayed relatively similar in age and gender.
New Hires	242 +31	102 new Young Professionals 109 examiners	→ EPO hiring continues replacing leavers. → New hires increase diversity.
Teleworking	98% of employees used teleworking	59% of teleworkers worked in another EPC country	→ Flexibility in working used by majority of EPO staff.
Remuneration	11 798 € average basic salary per month + 383€	850 million € spent on basic salaries +28 million € 258 million € allowances & benefits +8 million €	→ Remuneration increased compared to last year.

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1. Staff structure and talent development

1.1 Demographics

This section focuses on the staff structure at the EPO and provides breakdowns of staff by site, function, age, gender and 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.

Depending on the type of data, the statistics shown either refer to the status on 31 December 2024 or provide a summary of the whole year.¹

1.1.1 Total number of staff working at the EPO

At the end of 2024, the EPO employed 6 251 staff members. The total number of staff decreased by 0.38% compared with the previous year.

Table 1 – Change in total number of staff working at the EPO, 2023/2024

	2023			2024			
	Women	Men	Total	Women	Men	Total	Variation
Headcount on 31 December	2 211	4 064	6 275	2 205	4 046	6 251	-0.38%
FTE (full-time equivalents)*	2 018	3 981	5 998	2 042	3 961	6 003	0.07%

*Rounding differences may occur in the totals.

Source: EPO – FIPS ²

The percentage of women remained stable with 35.27% in 2024 compared with 35.26% in 2023.

1.1.2 Breakdown of staff by function

At the end of 2024, 4 176 staff were working as examiners or members of the Boards of Appeal. The remainder were either directly supporting the patent granting process as formalities officers or were involved in other activities, such as legal services, human resources, procurement, facility management, etc. or they were young professionals.

¹ The figures relating to previous years are kept as published in previous reports and not recalculated unless they were provisional or there has been a change in the methodology to calculate the specific indicator, in which case this is explicitly mentioned. Similarly, the 2024 figures reflect the situation at the time the data was extracted. Retroactive changes made afterwards are not considered.

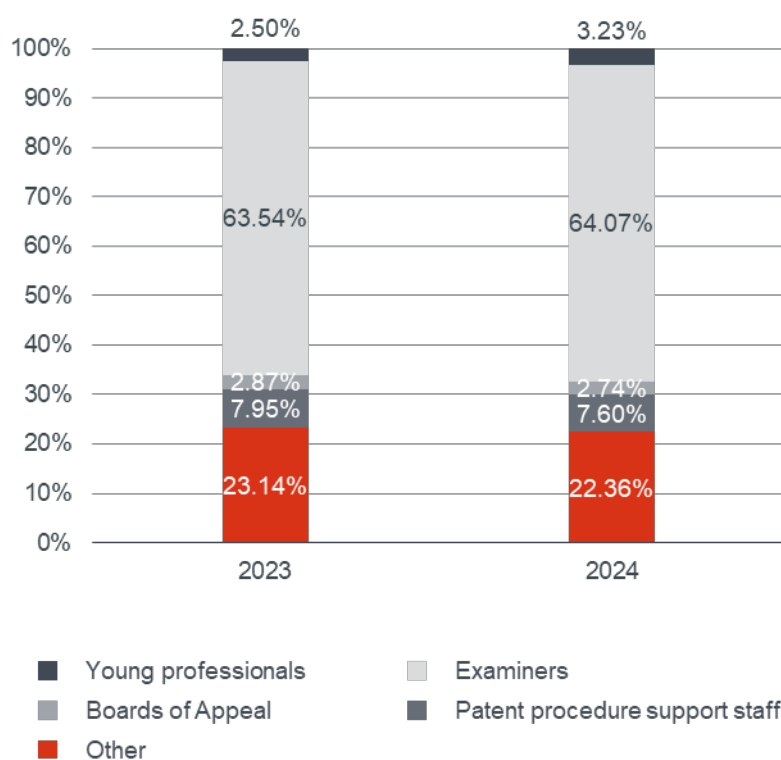
² See glossary.

Table 2 – Breakdown of number of staff (headcount) by type of function, 2023/2024

	31.12.2023	31.12.2024			
Function		Women	Men	Total	Variation
Examiners	3 987	1 008	2 997	4 005	0.45%
Members of the Boards of Appeal	180	38	133	171	-5.00%
Patent procedure support	499	366	109	475	-4.81%
Other	1 452	664	734	1 398	-3.72%
Young professionals	157	129	73	202	28.66%
Total	6 275	2 205	4 046	6 251	-0.38%

Source: EPO – FIPS

Graph 1 – Change in breakdown of staff by type of function, 2023/2024



Source: EPO – FIPS

1.1.3 Breakdown of staff by site

The EPO has five different sites: Munich, The Hague, Berlin, Vienna and Brussels.

Munich and The Hague are the two largest sites. At the end of 2024, 3 550 staff (57% of the total) were working in Munich and 2 441 (39% of the total) in The Hague.

Table 3 – Breakdown of number of staff (headcount) by site, 2023/2024

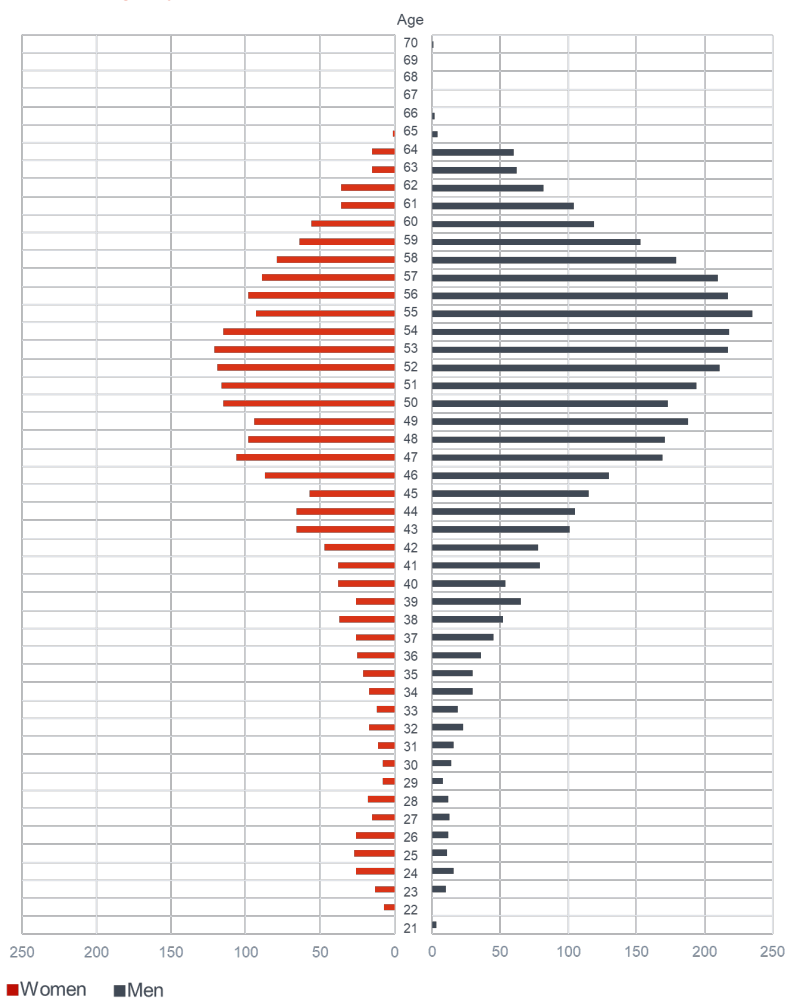
	31.12.2023			31.12.2024			
Site	Women	Men	Total	Women	Men	Total	Variation
Munich	1 373	2 205	3 578	1 363	2 187	3 550	-0.78%
The Hague	741	1 696	2 437	746	1 695	2 441	0.16%
Berlin	59	128	187	55	125	180	-3.74%
Vienna	36	32	68	39	36	75	10.29%
Brussels	2	3	5	2	3	5	0.00%
Total	2 211	4 064	6 275	2 205	4 046	6 251	-0.38%

Source: EPO – FIPS

1.1.4 Breakdown of staff by age

The average age of EPO staff at the end of 2024 was 50.2 years (versus 50.1 in 2023). If we exclude young professionals, the average age at the end of 2024 was 51.0 years. Staff between 40 and 55 years of age make up 61% of total staff, while 35% are between 40 and 50 years of age.

Graph 2 – Age pyramid of EPO staff, 31 December 2024

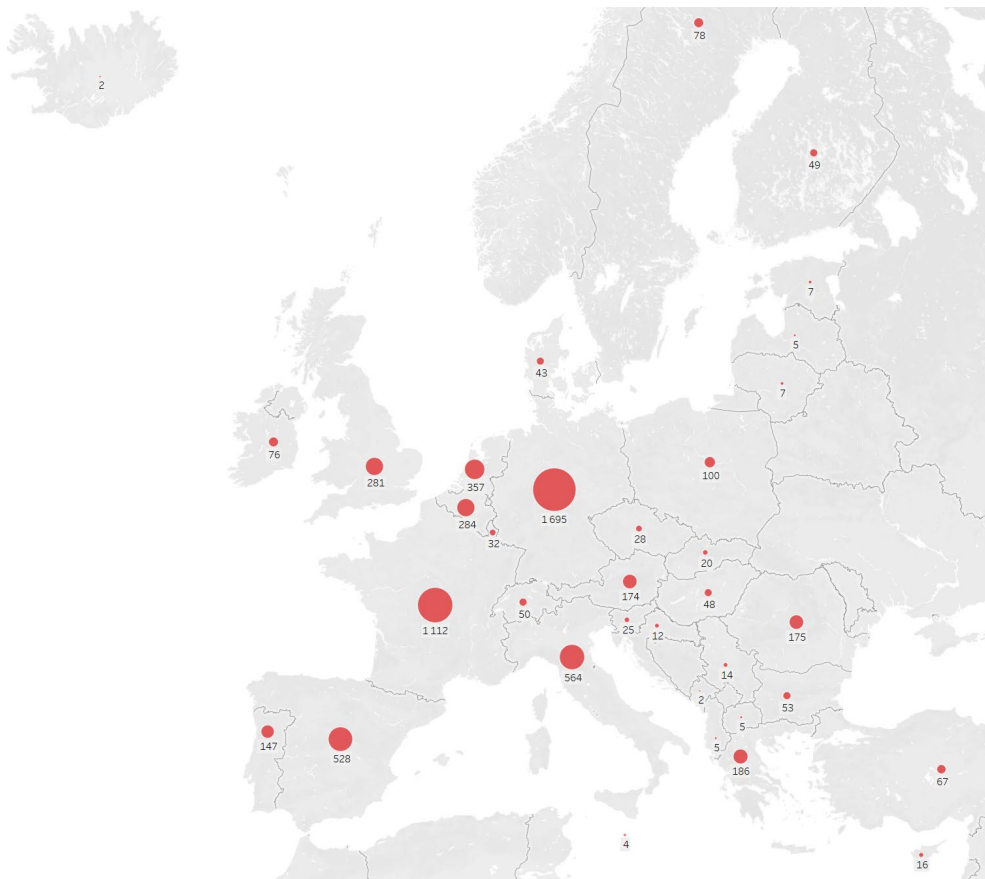


Source: EPO – FIPS

1.1.5 Breakdown of staff by nationality

At the end of 2024, 35 different nationalities of the EPC were represented at the EPO.

Graph 3 – Breakdown of EPO staff by nationality, 31 December 2024



Source: EPO – FIPS

Table 4 – Change in number of staff by nationality, 2023/2024

Nationality	31.12.2023	31.12.2024	<i>Of which young professionals</i>	Variation
German	1 710	1 695	6	-0.88%
French	1 126	1 112	11	-1.24%
Italian	548	564	38	2.92%
Spanish	521	528	28	1.34%
Dutch	376	357	1	-5.05%
Belgian	291	284	4	-2.41%
British	299	281	6	-6.02%
Greek	185	186	7	0.54%
Romanian	170	175	13	2.94%
Austrian	179	174	3	-2.79%
Portuguese	138	147	27	6.52%
Polish	92	100	8	8.70%
Swedish	82	78	0	-4.88%
Irish	78	76	4	-2.56%
Turkish	52	67	18	28.85%
Bulgarian	53	53	3	0.00%
Swiss	54	50	2	-7.41%
Finnish	50	49	2	-2.00%
Hungarian	45	48	4	6.67%
Danish	44	43	0	-2.27%
Luxembourger	34	32	0	-5.88%
Czech	27	28	1	3.70%
Slovenian	24	25	4	4.17%
Slovakian	20	20	0	0.00%
Cypriot	12	16	4	33.33%
Serbian	12	14	2	16.67%
Croatian	11	12	1	9.09%
Lithuanian	9	7	0	-22.22%
Estonian	7	7	0	0.00%
Albanian	10	5	3	-50.00%
Latvian	5	5	0	0.00%
Macedonian	5	5	0	0.00%
Maltese	3	4	1	33.33%
Icelandic	2	2	0	0.00%
Montenegrin	1	2	1	100.00%
Liechtensteiner	0	0	0	n/a
Monegasque	0	0	0	n/a
Norwegian	0	0	0	n/a
San Marinese	0	0	0	n/a
Total	6 275	6 251	202	-0.38%

Source: EPO – FIPS

Table 5 – Comparison between nationality representation of EPO staff and population of EPC countries

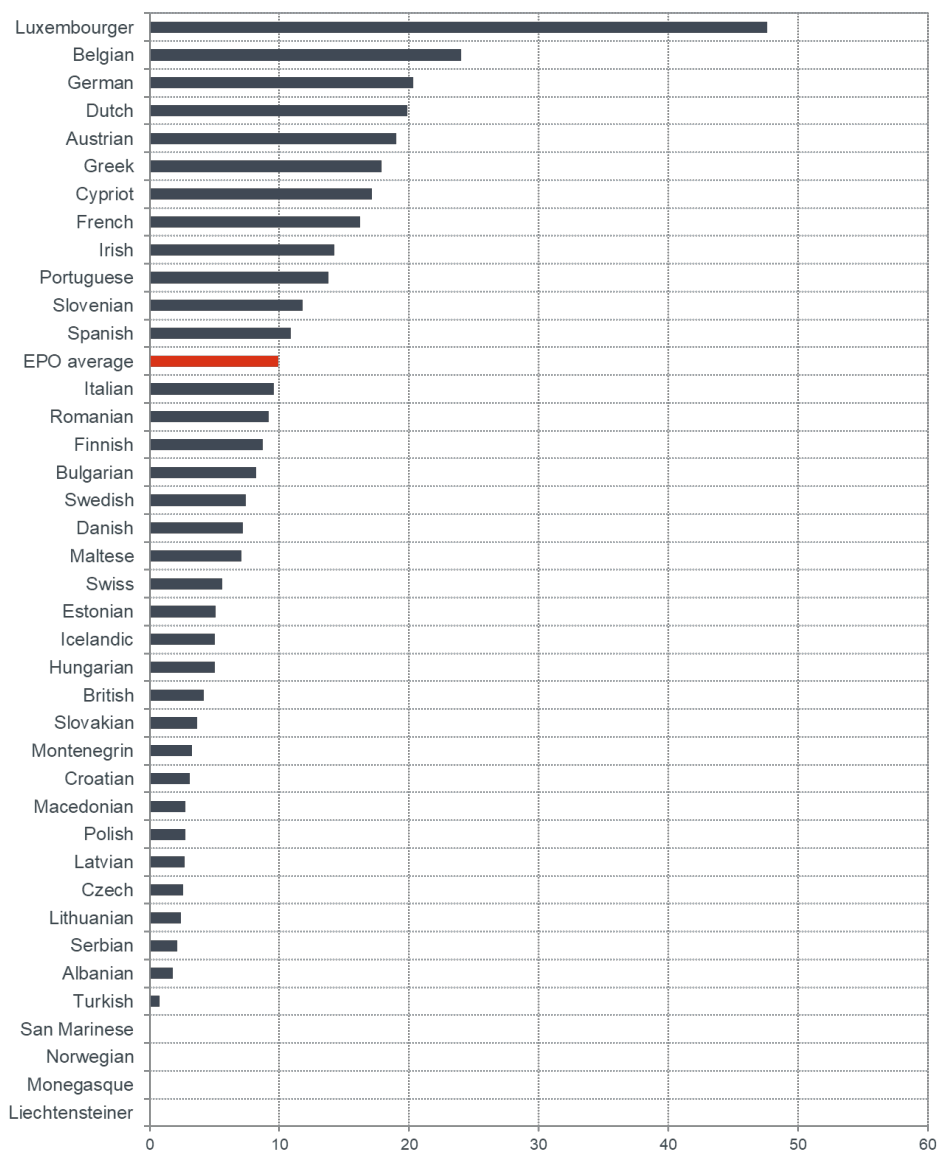
Nationality	EPO staff, 31.12.2024	% of total EPO staff*	Population (in millions), 1.1.2024	% of total EPC population*
German	1 695	27.12%	83.45	13.28%
French	1 112	17.79%	68.40	10.88%
Italian	564	9.02%	58.99	9.39%
Spanish	528	8.45%	48.61	7.74%
Dutch	357	5.71%	17.94	2.86%
Belgian	284	4.54%	11.83	1.88%
British	281	4.50%	67.03	10.67%
Greek	186	2.98%	10.40	1.65%
Romanian	175	2.80%	19.06	3.03%
Austrian	174	2.78%	9.16	1.46%
Portuguese	147	2.35%	10.64	1.69%
Polish	100	1.60%	36.62	5.83%
Swedish	78	1.25%	10.55	1.68%
Irish	76	1.22%	5.34	0.85%
Turkish	67	1.07%	85.37	13.58%
Bulgarian	53	0.85%	6.45	1.03%
Swiss	50	0.80%	8.96	1.43%
Finnish	49	0.78%	5.60	0.89%
Hungarian	48	0.77%	9.58	1.53%
Danish	43	0.69%	5.96	0.95%
Luxembourger	32	0.51%	0.67	0.11%
Czech	28	0.45%	10.90	1.73%
Slovenian	25	0.40%	2.12	0.34%
Slovakian	20	0.32%	5.42	0.86%
Cypriot	16	0.26%	0.93	0.15%

Nationality	EPO staff, 31.12.2024	% of total EPO staff*	Population (in millions), 1.1.2024	% of total EPC population*
Serbian	14	0.22%	6.61	1.05%
Croatian	12	0.19%	3.86	0.61%
Lithuanian	7	0.11%	2.89	0.46%
Estonian	7	0.11%	1.37	0.22%
Albanian	5	0.08%	2.76	0.44%
Latvian	5	0.08%	1.87	0.30%
Macedonian	5	0.08%	1.83	0.29%
Maltese	4	0.06%	0.56	0.09%
Icelandic	2	0.03%	0.40	0.06%
Montenegrin	2	0.03%	0.62	0.10%
Liechtensteiner	0	0.00%	0.04	0.01%
Monegasque	0	0.00%	0.04	0.01%
Norwegian	0	0.00%	5.55	0.88%
San Marinese	0	0.00%	0.03	0.01%
Total*	6 251	100.00%	628.44	100.00%

*Rounding differences may occur in the total percentages.

Source: EPO – FIPS; Eurostat (as at 1 January 2024)

Graph 4 – Number of EPO staff per million inhabitants*



*Compares EPO staff per nationality on 31 December 2024 with EPC countries' population as of 1 January 2024 (see Table 5).

Source: EPO – FIPS; Eurostat

Table 6 – Grouping of different nationalities at EPO sites, 31 December 2024

Site	Share of employees whose (first) nationality is different from that of the country in which they are serving	Number of nationalities represented
Munich*	66.67%	34
The Hague	87.55%	34
Berlin	66.67%	21
Vienna	76.00%	17
Total	74.93%	35

*Including staff based in Brussels.

Source: EPO – FIPS

Table 7 – Breakdown of different nationalities at EPO sites, 31 December 2024

Nationality	Berlin	% of total at site**	Munich*	% of total at site**	The Hague	% of total at site**	Vienna	% of total at site**
German	60	33.33%	1 185	33.33%	439	17.98%	11	14.67%
French	35	19.44%	594	16.71%	480	19.66%	3	4.00%
Italian	9	5.00%	362	10.18%	186	7.62%	7	9.33%
Spanish	20	11.11%	284	7.99%	213	8.73%	11	14.67%
Dutch		0.00%	53	1.49%	304	12.45%		0.00%
Belgian	3	1.67%	72	2.03%	204	8.36%	5	6.67%
British	12	6.67%	168	4.73%	95	3.89%	6	8.00%
Greek	2	1.11%	78	2.19%	105	4.30%	1	1.33%
Romanian	2	1.11%	94	2.64%	75	3.07%	4	5.33%
Austrian	6	3.33%	120	3.38%	30	1.23%	18	24.00%
Portuguese	6	3.33%	65	1.83%	75	3.07%	1	1.33%
Polish	5	2.78%	56	1.58%	38	1.56%	1	1.33%
Swedish	7	3.89%	55	1.55%	16	0.66%		0.00%
Irish	1	0.56%	50	1.41%	24	0.98%	1	1.33%
Turkish	1	0.56%	34	0.96%	31	1.27%	1	1.33%

Nationality	Berlin	% of total at site**	Munich*	% of total at site**	The Hague	% of total at site**	Vienna	% of total at site**
Bulgarian		0.00%	35	0.98%	18	0.74%		0.00%
Swiss	3	1.67%	34	0.96%	13	0.53%		0.00%
Finnish	1	0.56%	36	1.01%	11	0.45%	1	1.33%
Hungarian		0.00%	26	0.73%	21	0.86%	1	1.33%
Danish		0.00%	29	0.82%	14	0.57%		0.00%
Luxembourger	1	0.56%	20	0.56%	11	0.45%		0.00%
Czech	2	1.11%	20	0.56%	6	0.25%		0.00%
Slovenian	1	0.56%	20	0.56%	3	0.12%	1	1.33%
Slovakian		0.00%	15	0.42%	3	0.12%	2	2.67%
Cypriot	2	1.11%	10	0.28%	4	0.16%		0.00%
Serbian	1	0.56%	9	0.25%	4	0.16%		0.00%
Croatian		0.00%	6	0.17%	6	0.25%		0.00%
Lithuanian		0.00%	5	0.14%	2	0.08%		0.00%
Estonian		0.00%	6	0.17%	1	0.04%		0.00%
Albanian		0.00%	3	0.08%	2	0.08%		0.00%
Macedonian		0.00%	3	0.08%	2	0.08%		0.00%
Latvian		0.00%	4	0.11%	1	0.04%		0.00%
Maltese		0.00%	2	0.06%	2	0.08%		0.00%
Montenegrin		0.00%	2	0.06%		0.00%		0.00%
Icelandic		0.00%		0.00%	2	0.08%		0.00%
Total**	180	100.00%	3 555	100.00%	2 441	100.00%	75	100.00%

*Including staff based in Brussels.

**Rounding differences may occur in the total percentages.

Source: EPO – FIPS

1.1.6 Breakdown of staff by permanent and non-permanent employees

At the EPO, the current employment framework consists of two types of employment relationships: permanent and fixed-term appointments.

Table 8 – Change in number of permanent and non-permanent staff, 2023/2024

Headcount	Function	31.12.2023	31.12.2024	Variation
Permanent staff ³	Examiners	3 723	3 633	-2.42%
	Patent procedure support	495	472	-4.65%
	Other	1 244	1 173	-5.71%
Total permanent staff		5 462	5 278	-3.37%
Fixed-term appointments	Examiners	264	372	40.91%
	Patent procedure support	4	3	-25.00%
	Other	208	225	8.17%
	Young professionals	157	202	28.66%
Total non-permanent staff		633	802	26.70%
Members of the Boards of Appeal		180	171	-5.00%
Total members of the Boards of Appeal		180	171	-5.00%
Total		6 275	6 251	-0.38%

Source: EPO – FIPS

³ Staff members who have fixed-term appointments, but have a permanent employment relationship with the EPO are considered permanent. For example, principal directors who were permanent employees of the EPO before becoming a principal director are considered to be permanent staff in this breakdown, even if their appointment is on a fixed-term basis.

Table 9 – Change in number of permanent and non-permanent staff by site, 2023/2024

Headcount	Site	Function	31.12.2023	31.12.2024	Variation
Permanent staff	Munich*	Examiners	2 002	1 951	-2.55%
		Patent procedure support	284	271	-4.58%
		Other	684	648	-5.26%
	The Hague	Examiners	1 573	1 540	-2.10%
		Patent procedure support	187	180	-3.74%
		Other	487	453	-6.98%
	Berlin	Examiners	147	142	-3.40%
		Patent procedure support	24	21	-12.50%
		Other	14	13	-7.14%
	Vienna	Examiners ⁴	1	0	-100.00%
		Other	59	59	0.00%
Total permanent staff			5 462	5 278	-3.37%
Fixed-term appointments	Munich*	Examiners	144	198	37.50%
		Patent procedure support	3	3	0.00%
		Other	150	157	4.67%
		Young professionals	136	156	14.71%
	The Hague	Examiners	120	174	45.00%
		Patent procedure support	1	0	-100.00%
		Other	51	61	19.61%
		Young professionals	18	33	83.33%
	Berlin	Young professionals	2	4	100.00%
	Vienna	Other	7	7	0.00%
		Young professionals	1	9	800.00%
Total fixed-term appointments			633	802	26.70%
Members of the Boards of Appeal	Munich		180	171	-5.00%
Total members of the Boards of Appeal			180	171	-5.00%
Total			6 275	6 251	-0.38%

*Including staff based in Brussels.

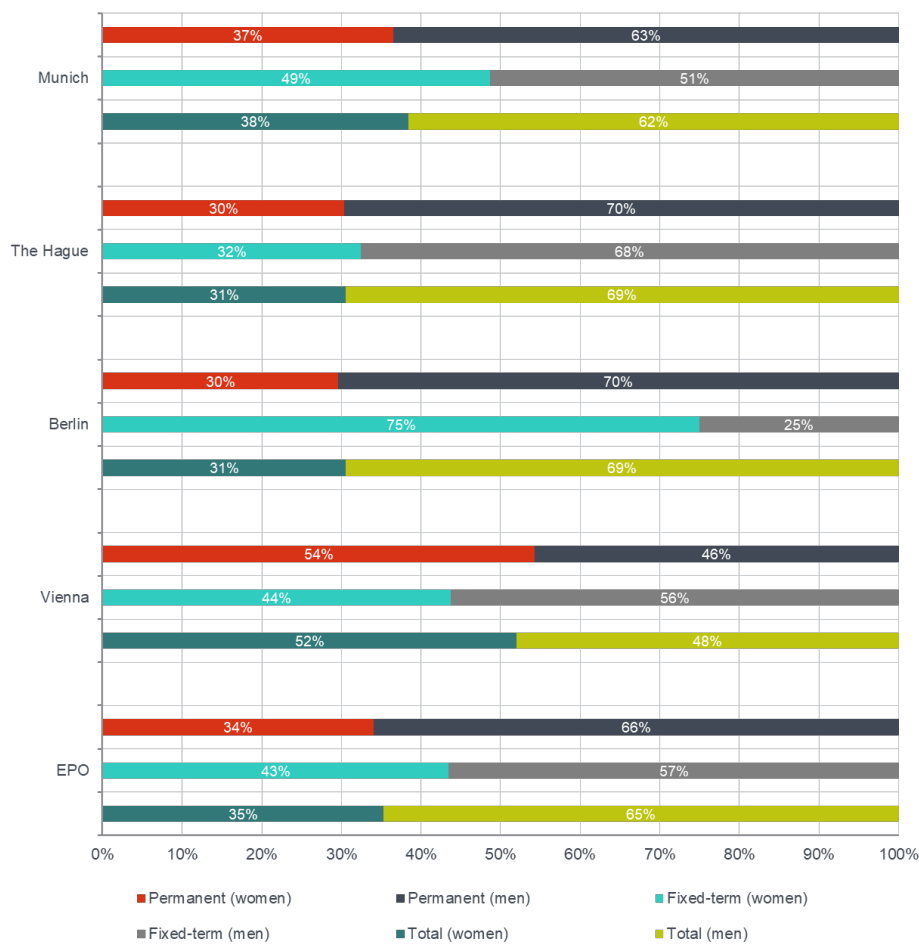
Source: EPO – FIPS

The ceiling for fixed-term employees is 20% of the total number of budgeted posts at the EPO (6 950 in 2024). Young professionals are excluded for the purpose of calculating this ceiling, as they do not occupy a budgeted post. This leads to 600

⁴ One examiner was transferred together with the examiner budget post to Vienna in the course of 2023. The post has been reclassified as an administrator post with effect from 1 January 2024.

non-permanent staff shown in Tables 8 and 9. In addition, 28 members of the Boards of Appeal who were not permanent employees of the EPO before their appointment and were in active employment on 31 December 2024 are considered fixed-term employees for the purpose of calculating the percentage of budgeted posts held by staff on fixed-term appointments, which came to 9.04% in 2024 (7.14% in 2023).

Graph 5 – Breakdown of permanent and fixed-term employees by gender and by site, 31 December 2024

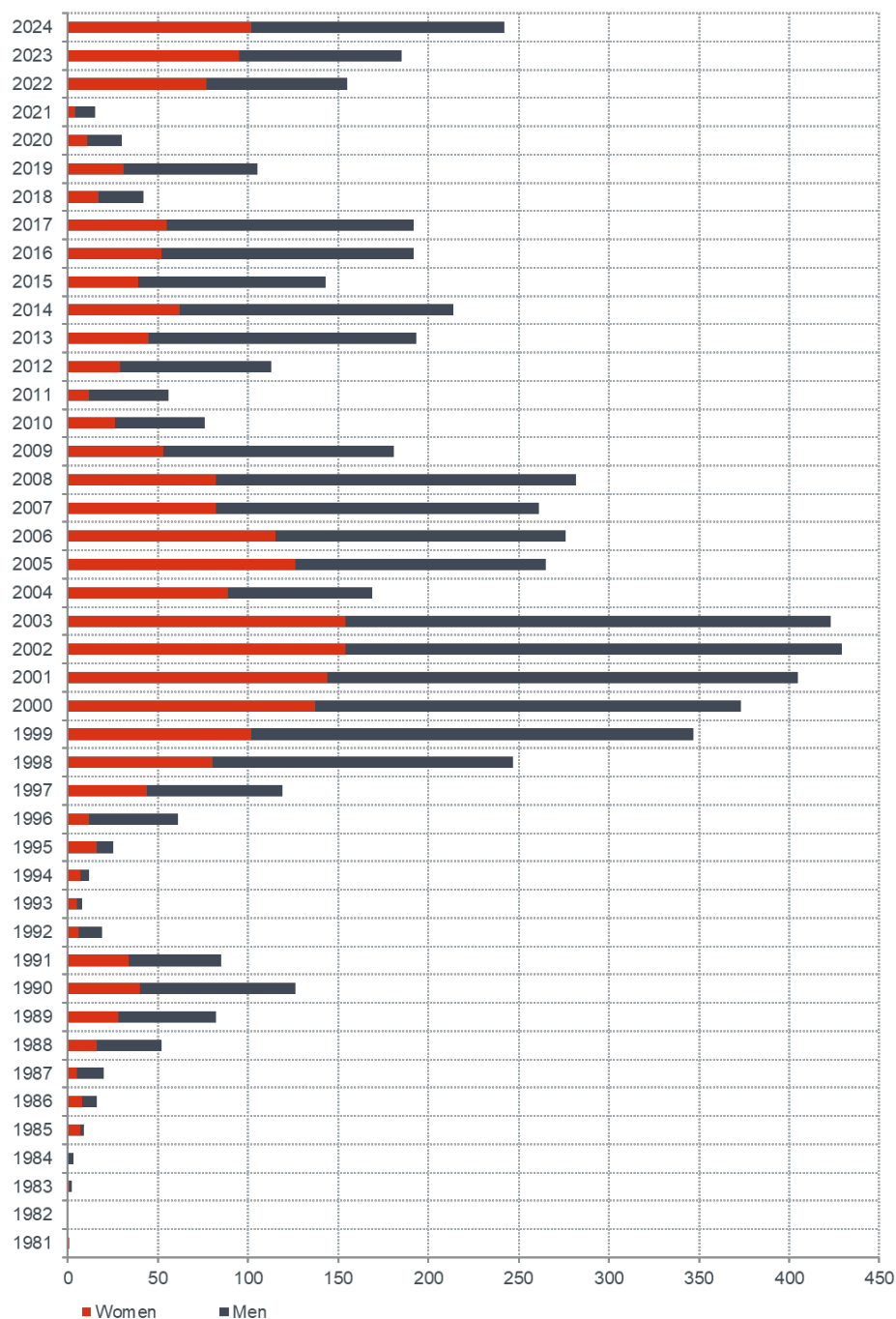


Source: EPO – FIPS

1.1.7 Breakdown of staff by length of service

More than 58% (3 658) of EPO staff were recruited between 1998 and 2009 (and are still active). Another 627 (10%) current staff members were recruited within the last five years (and are still active). Examiners make up 287 of these staff members.

Graph 6 – Number of staff by year of recruitment, 31 December 2024



Source: EPO – FIPS

1.2 Employment and career

The EPO employs a "single-spine" grading structure with 17 different grades and 3 to 5 steps within these grades.

Staff are classified into six job groups along this single spine. Young professionals are not assigned to any job group.

Table 10 – Single-spine grading structure

Job group	Range of grades	Type of jobs
Job group 1	G16 step 3 - G17 step 3	Vice-President / President of the Boards of Appeal
Job group 2	G15 step1 - G16 step 4	Principal director / principal advisor / board of appeal chair
Job group 3	G13 step 3 - G15 step 4	Director / senior expert / senior advisor / board of appeal member
Job group 4	G7 step 1 - G13 step 5	Examiner / administrator / lawyer / team manager
Job group 5	G7 step 1 - G10 step 5	Expert / team manager
Job group 6	G1 step 1 - G9 step 5	Administrative employee / team manager

Source: EPO Service Regulations, Annex I

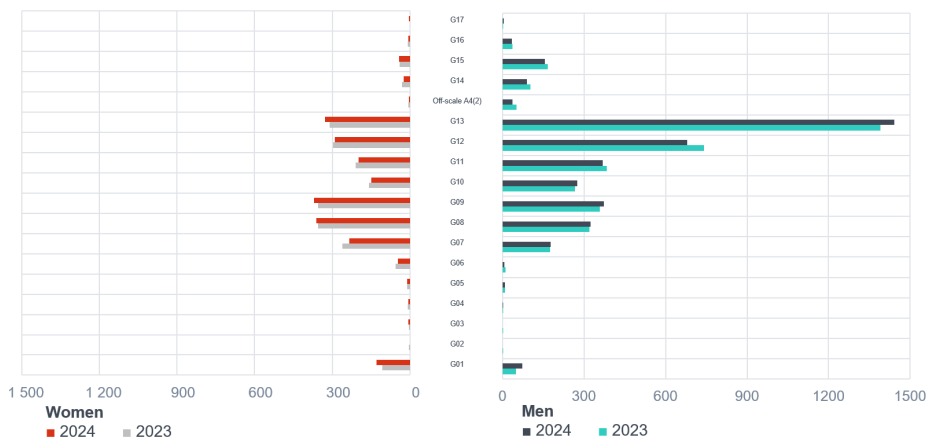
Table 11 – Breakdown of staff by job group and grade, 31 December 2024

Job group	Grade	Headcount 31.12.2023	Headcount 31.12.2024	Variation	% of total EPO staff*	% of total in category*
1	G17	3	5	66.67%	0.08%	100.00%
	G16	2	0	-100.00%	0.00%	0.00%
Total		5	5	0.00%	0.08%	100.00%
2	G16	43	40	-6.98%	0.64%	68.97%
	G15	17	18	5.88%	0.29%	31.03%
Total		60	58	-3.33%	0.93%	100.00%
3	G15	189	178	-5.82%	2.85%	56.69%
	G14	133	114	-14.29%	1.82%	36.31%
	G13	22	22	0.00%	0.35%	7.01%
Total		344	314	-8.72%	5.02%	100.00%
4	Off-scale A4(2)	57	41	-28.07%	0.66%	0.89%
	G13	1 679	1 747	4.05%	27.95%	37.97%
	G12	1 037	969	-6.56%	15.50%	21.06%
	G11	592	567	-4.22%	9.07%	12.32%
	G10	349	356	2.01%	5.70%	7.74%
	G09	362	388	7.18%	6.21%	8.43%
	G08	334	356	6.59%	5.70%	7.74%
	G07	161	177	9.94%	2.83%	3.85%
Total		4 571	4 601	0.66%	73.60%	100.00%
5	G10	75	70	-6.67%	1.12%	40.70%
	G09	58	51	-12.07%	0.82%	29.65%
	G08	34	37	8.82%	0.59%	21.51%
	G07	13	14	7.69%	0.22%	8.14%
Total		180	172	-4.44%	2.75%	100.00%
6	G09	291	304	4.47%	4.86%	33.82%
	G08	306	292	-4.58%	4.67%	32.48%
	G07	261	222	-14.94%	3.55%	24.69%
	G06	64	52	-18.75%	0.83%	5.78%
	G05	20	18	-10.00%	0.29%	2.00%
	G04	8	6	-25.00%	0.10%	0.67%
	G03	5	5	0.00%	0.08%	0.56%
	G02	3	0	-100.00%	0.00%	0.00%
Total		958	899	-6.16%	14.38%	100.00%
Young professionals	G01	157	202	28.66%	3.23%	100.00%
Total		157	202	28.66%	3.23%	100.00%
Grand total*		6 275	6 251	-0.38%	100.00%	

*Rounding differences may occur in the total percentages.

Source: EPO – FIPS

Graph 7 – Distribution of staff by gender and grade, 2023/2024



Source: EPO – FIPS

1.2.1 Breakdown of managers by gender, DG and job group

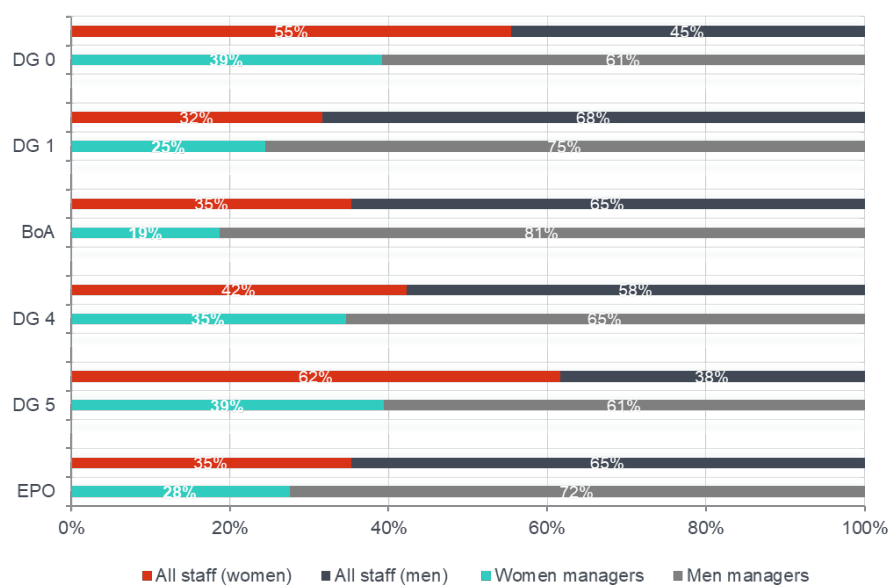
At the end of 2024, 28% of all managers were women, which is stable compared with the previous year (28% also in 2023). The proportion of women managers varies from DG (directorate-general) to DG, ranging from 19% in the Boards of Appeal (BoA) to 39% in DG 0 and DG 5. The variation considering the job group ranges from 20% in job group 1 (JG 1) to 62% in job group 6 (JG 6). Young professionals do not exercise managerial functions.

There were 563 managers at the end of 2024, which represent 9% of the workforce.

Table 12 – Number of managers and percentage of the workforce by DG, 31 December 2024

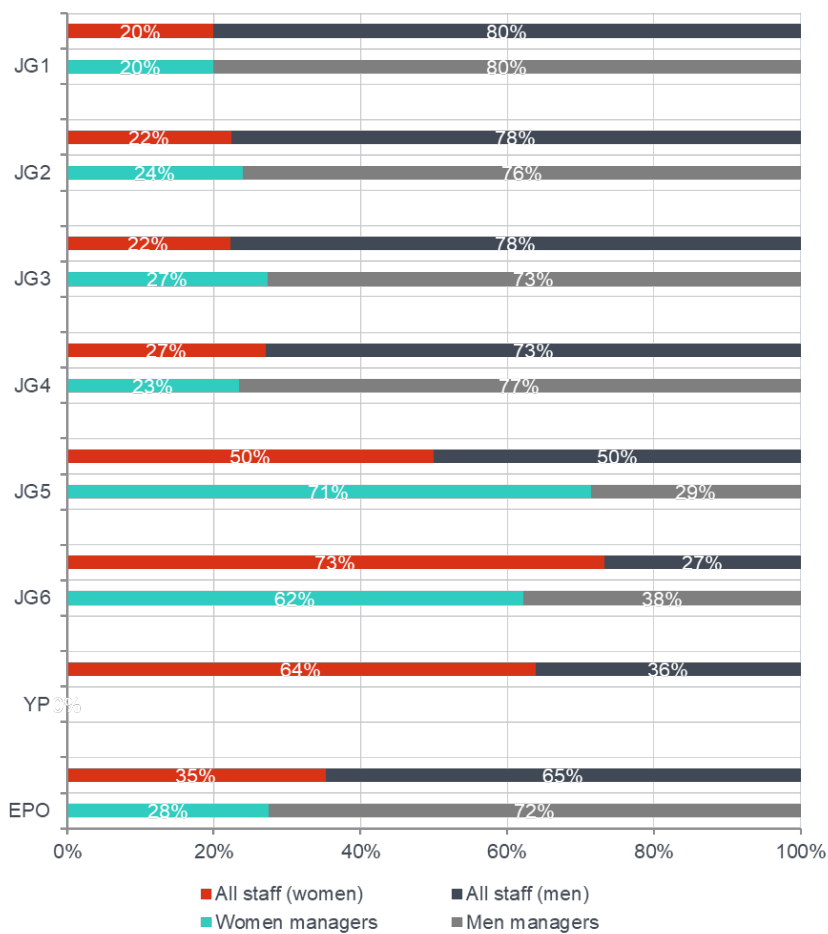
DG	Number of managers	Percentage of workforce
DG 0	30	13.63%
DG 1	375	7.95%
BoA	32	13.79%
DG 4	93	11.29%
DG 5	33	12.53%
EPO Total	563	9.00%

Graph 8 – Breakdown of managers by DG and gender, 2024



Source: EPO – FIPS

Graph 9 – Breakdown of managers by job group (JG) and gender, 2024



YP = Young professionals.

Source: EPO – FIPS

1.2.2 Job opportunities: number of vacancies

Table 13 – Number of vacancies by publication type and job group, 2024

Publication type	Job group	Technical	Managerial	Total
Internal/external publications	4	43	1	44
	5	5		5
	Total	48	1	49
Internal publications*	2		2	2
	3		5	5
	4	3	9	12
	5	3		3
	6	5		5
	Multiple job groups	5	1	6
	Total	16	17	33
Total		64	18	82

Shows vacancies with a publication date in 2024.

*Internal publications include:

TRF: transfer opportunity open to all EPO staff in the specific job group – full mobility.

TAI: internal publication open to all EPO staff with a possibility of promotion – full mobility.

Opportunities open to multiple job groups for partial mobility.

Source: EPO – SuccessFactors ⁵

Of the 43 internal/external publications in job group 4, technical career path, in 2024, 33 were examiner vacancy notices, which is comparable to the number published in 2023 (31).

The number of internal vacancies declined significantly, caused by the fact that last year there was a peak of vacancies related to reorganisations in the corporate units.

It should be noted that one publication may result in several positions being filled.

Table 14 – Number of job applications, 2022-2024

Number of applications	Examiner posts*	Non-examiner posts*	Total
Total 2024	9 377	3 556	12 933
Total 2023	6 432	4 814	11 246
Total 2022	4 546	3 658	8 204

*Includes applications for internal/external publications and internal publications.

Source: EPO – SuccessFactors

⁵ See glossary.

In 2024, the EPO received 12 933 job applications, which is an increase of 15% on the previous year. The number of examiner applications in 2024 increased by 46% compared with the previous year.

Table 15 – Average number of applications per vacancy, 2022-2024

Average number of applications per vacancy	Examiner posts*	Non-examiner posts*	Total
2024	284	185	249
2023	198	104	144
2022	137	113	126

*Applications for internal/external publications only.

Source: EPO – SuccessFactors

The average number of applications received in 2024 per job vacancy was 249, an increase of 72% on the previous year, driven by the increase of the total number of examiner applications and the increase by 77% of the number of applications per vacancy for non-examiner posts.

1.2.3 Recruitment and internal mobility

In 2024, 242 staff were recruited externally (including 102 young professionals) compared with 211 in 2023. If we exclude young professionals, there were 140 new hires in 2024, compared with 132 in 2023, representing a 6% increase.

The average age of staff hired in 2024 was 31.8 years (33.3 years in 2023) and the age of the hires ranged from 20.9 to 56.6 years. Disregarding the young professionals category, the average age on recruitment was 36.5 years (38.3 in 2023), ranging from 23.7 to 56.6 years. If we consider only examiners, the average age was 34.83 in 2024 and 35.84 in 2023.

Vacant positions are filled through a competitive process, following a selection procedure. The corresponding appointment may be the result of an external candidate being recruited, an employee from a lower job group being promoted or an employee in the same job group being transferred. In addition, in 2024, six young professionals were appointed to budgeted posts in job group 4 or job group 5 (two examiners, two administrators, one lawyer and one expert).

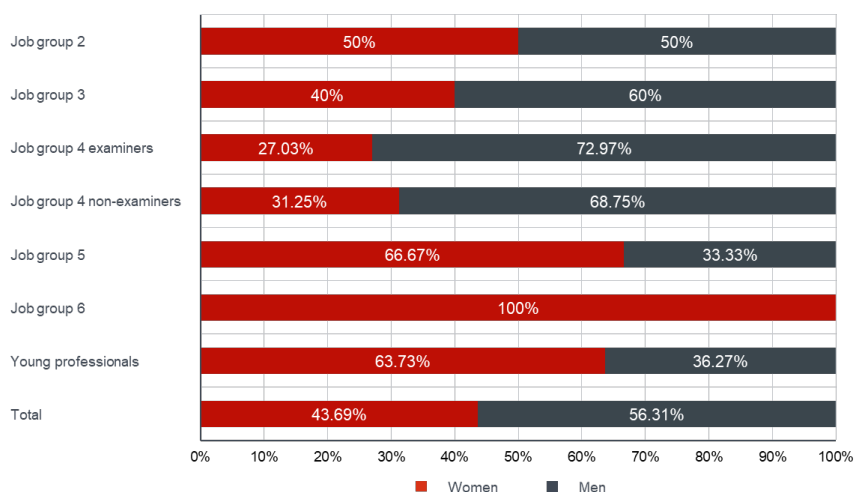
In 2024, 309 positions were filled through one of the four types of appointment, compared with 271 in 2023.

Table 16 – Number of appointments following a selection procedure (external and internal), 2023/2024

Type of appointment	Function	2023	2024	Variation
External recruitment	BoA	3		-100.00%
	Other	33	31	-6.06%
	Examiner	96	109	13.54%
	Young professional	79	102	29.11%
External recruitment (total)		211	242	14.69%
Promotion	BoA	1	1	0.00%
	Other	22	27	22.73%
Promotion (total)		23	28	21.74%
Transfer in the same job group	BoA	1	0	-100.00%
	Other	30	33	10.00%
Transfer in the same job group (total)		31	33	6.45%
YP appointed to a budgeted post	Other	2	4	100.00%
	Examiner	4	2	-50.00%
YP appointed to a budgeted post (total)		6	6	0.00%
Total		271	309	14.02%

Source: EPO – FIPS, Talent Acquisition

Graph 10 – Breakdown of appointments (external and internal) by gender and job group, 2024



Source: EPO – FIPS, Talent Acquisition

In addition to internal recruitment to fill a vacant position, the EPO's approach to fostering internal mobility, which started in 2020 and continued in 2024, resulted in 118 full moves in 2024. Furthermore, 53 "partial" moves were registered in 2024, meaning staff members took on new tasks for a percentage of their working time.

Table 17 – Internal mobility, 2023/2024

Type of move	2023	2024	Variation
Full	116	118	1.72%
Partial	92	53	-42.39%
Total	208	171	-17.79%

Source: EPO – FIPS, Talent Acquisition

All in all, 223 staff members changed their role fully or partially in 2024, through either appointment to the Boards of Appeal, promotion to a higher job group, transfer within the same job group or internal mobility.⁶

⁶ Some staff members changed roles more than once in the course of 2024.

Table 18 – Number of new hires by nationality, 2023/2024

Nationality	2023	2024	Share	Variation	Of which young professionals 2024
German	42	45	18.60%	7.14%	3
Italian	27	36	14.88%	33.33%	22
Spanish	31	23	9.50%	-25.81%	11
French	20	22	9.09%	10.00%	4
Turkish	6	17	7.02%	183.33%	12
Portuguese	8	15	6.20%	87.50%	11
Greek	8	14	5.79%	75.00%	5
Dutch	11	10	4.13%	-9.09%	0
Romanian	7	10	4.13%	42.86%	8
Polish	4	10	4.13%	150.00%	6
Belgian	5	6	2.48%	20.00%	2
British	10	5	2.07%	-50.00%	2
Austrian	8	4	1.65%	-50.00%	2
Cypriot	0	4	1.65%	n/a	3
Irish	3	3	1.24%	0.00%	2
Serbian	3	2	0.83%	-33.33%	0
Croatian	2	2	0.83%	0.00%	0
Finnish	2	2	0.83%	0.00%	2
Bulgarian	1	2	0.83%	100.00%	2
Hungarian	1	2	0.83%	100.00%	1
Slovenian	1	2	0.83%	100.00%	1
Albanian	4	1	0.41%	-75.00%	1
Czech	1	1	0.41%	0.00%	1
Maltese	1	1	0.41%	0.00%	0
Montenegrin	1	1	0.41%	0.00%	0
Swiss	1	1	0.41%	0.00%	1
Swedish	0	1	0.41%	n/a	0
Lithuanian	2	0	0.00%	-100.00%	0
Macedonian	1	0	0.00%	-100.00%	0
Total	211	242	100.00%	14.69%	102

Source: EPO – FIPS

Table 19 – Number of new hires by gender and age group, 2023/2024

	2023			2024		
Age group	Women	Men	Total	Women	Men	Total
Under 35	77	47	124	84	86	170
35-50	36	47	83	17	48	65
Over 50	4		4	1	6	7
Total	117	94	211	102	140	242

Source: EPO – FIPS

Table 20 – Number of new hires by gender and age group, excluding young professionals, 2023/2024

	2023			2024		
Age group	Women	Men	Total	Women	Men	Total
Under 35	18	27	45	19	49	68
35-50	36	47	83	17	48	65
Over 50	4		4	1	6	7
Total	58	74	132	37	103	140

Source: EPO – FIPS

1.2.4 Promotions

EPO staff can advance their career either by means of normal promotion to a higher grade within their current job group or, following a selection procedure, by means of promotion to a higher grade in another job group (Article 49 ServRegs).

Only staff members who are at the last step of the grade within their current job group are eligible for normal promotion. The number of such promotions therefore varies from year to year, depending on the demographic situation, the number of eligible staff and the available budget. In 2024, a total of 564 staff received normal promotions within the same job group. A further 30 staff advanced in their career through appointment to a higher job group following a selection procedure or a reclassification of their post.

The members of the Boards of Appeal, who are appointed by the Administrative Council rather than the President of the EPO, follow a different career system. Therefore, their data is presented separately. The term "appointment" in this part of the table refers to promotions following a selection procedure for positions in the Boards of Appeal.

All in all, 608 staff advanced their careers in 2024 through promotion. Overall, 38% of these were women (39% in 2023).

Table 21 – Number of staff that received career advancement through promotion, 2023/2024

	2023		2024			
Reason for action	Job group	Total	Women	Men	Total	Variation
Normal promotion	2	1			0	-100.00%
	3	16	2	12	14	-12.50%
	4	439	118	313	431	-1.82%
	5	23	9	5	14	-39.13%
	6	114	78	27	105	-7.89%
Normal promotion (total)		593	207	357	564	-4.89%
Promotion after selection procedure	2	3	1		1	-66.67%
	3	7	4	3	7	0.00%
	4	5	5	3	8	60.00%
	5	7	7	4	11	57.14%
Promotion after selection procedure (total)		22	17	10	27	22.73%
Promotion after reclassification	3	0		1	1	n/a
	5	3	1	1	2	-33.33%
Promotion after reclassification (total)		3	1	2	3	0.00%
Total		618	225	369	594	-3.88%
Boards of Appeal						
Appointment*	2	1		1	1	0.00%
	3	0			0	n/a
Appointment (total)		1	0	1	1	0.00%
Promotion	3	25	5	8	13	-48.00%
Promotion (total)		25	5	8	13	-48.00%
Total for Boards of Appeal		26	5	9	14	-46.15%
Total for ALL		644	230	378	608	-5.59%

*Reflected as Promotion in Table 16.

Source: EPO – FIPS

1.2.5 Talent development

The learning time for talent development activities in 2024 was:

- 146 088 hours following instructor-led learning courses and mandatory or recommended e-learning modules (112 799 hours in 2023). This corresponds to an average of 25.4 hours per employee who followed a training course (23.7 in 2023).
- Of the training hours, 41.2% were dedicated to the initial training provided to staff who were newly hired or taking up a new role (37% in 2023).
- 4 725 hours on external online learning platforms. This corresponds to an average of 3.7 hours per employee who followed a training course (4.2 in 2023).

Table 22 – Learning hours by gender, 2023/2024

Learning hours	2024
Women	60 486
Men	85 602
Total	146 088

Source: EPO – FIPS

Table 23 – Learning hours by function, 2023/2024

Learning hours	2024
Examiners	97 262
Patent procedure support	5 351
BoA	2 475
Other	20 016
Young professionals	20 983
Total	146 088

Source: EPO – FIPS

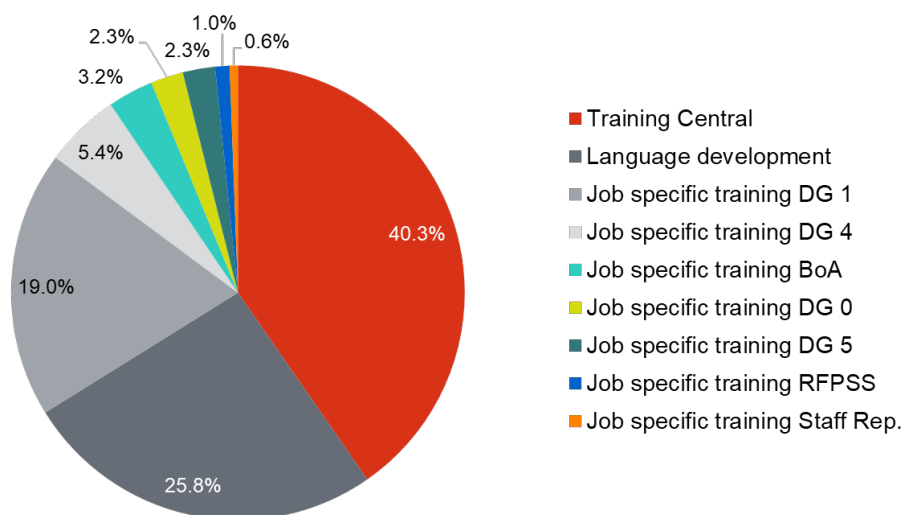
Table 24 – Indicators related to talent development activities, 2023/2024

Training indicators	2023	2024	Variation
Talent development expenditure (in EUR)	3 326 184	3 365 574	1.17%
Number of employees who completed at least one instructor-led training course or an EPO mandatory or recommended e-learning module (in headcount)	4 761	5 753	20.84%
Share of employees who completed at least one instructor-led training course or an EPO mandatory or recommended e-learning module (in % of total EPO staff)	75.87%	92.03%	21.30%
Number of employees who completed at least one training course on an external online learning platform (in headcount)	1 407	1 273	-9.52%
Share of employees who completed at least one training course on an external online learning platform (in % of total EPO staff)	22.42%	20.36%	-9.17%
Average training expenses per employee (in EUR)	530	537	1.32%
Average training expenses per employee having completed at least one training course (in EUR)	698	582	-16.62%

Training expenses cover the cost of external trainers and e-learning platforms (not internal trainers).

Source: EPO – FIPS

Graph 11 – Breakdown of talent development expenditure in 2024



Source: EPO – FIPS

1.2.6 Duty travel

Table 25 – Number of duty travel trips made, 2023/2024

2023			2024			Variation		
Trips	Staff	Expenditure*	Trips	Staff	Expenditure*	Trips	Staff	Expenditure
865	541	958 675	1 165	580	1 683 620	34.68%	7.21%	75.62%

*In EUR.

Starting in 2024, a distinction was no longer made between business, training or combined trips; all trips were booked as business trips.

Source: EPO – Pensions, Tax and Expat Services

Indicators underwent an increase in 2024 but remained substantially below the pre-pandemic levels. A total of 580 staff travelled for business purposes in 2024 (compared with 541 in 2023).

1.2.7 Termination of active service at the EPO

In 2024, 265 employees ended active service. The main reason for ending active service was retirement (in 69% of cases). In 2023, the average retirement age was 61.3 years; the 2024 figure was 61.8 years.

The increase in the number of staff ending active service due to the end of their contract was down to 46 young professionals: 21 having been hired in 2023 but not selected for extension of their traineeship and 25 having successfully completed their three-year traineeship.

Staff turnover increased from 3.70% in 2023 to 4.24% in 2024, also mainly driven by the young professionals whose contract ended. Not counting young professionals, turnover increased from 3.12% in 2023 to 3.54% in 2024.

Table 26 – Breakdown of staff ending active service, 2023/2024

Reason	2023	% of total in 2023*	2024	% of total in 2024*	Variation
Retirement	166	71.55%	182	68.68%	9.64%
Resignation	29	12.50%	26	9.81%	-10.34%
End of contract	31	13.36%	47	17.74%	51.61%
Other reason	6	2.59%	10	3.77%	66.67%
Total*	232	100.00%	265	100.00%	14.22%

*Rounding differences may occur in the total percentages.

Source: EPO – FIPS

Table 27 – Staff turnover by function, 2023/2024

Function	2023	Turnover in 2023*	2024	Turnover in 2024*
Examiner	82	2.06%	94	2.35%
BoA	12	6.67%	9	5.26%
Patent procedure support	23	4.61%	22	4.63%
Other	74	5.10%	89	6.37%
Young professionals	41	26.11%	51	25.25%
EPO total	232	3.70%	265	4.24%
Total excl. YP	191	3.12%	214	3.54%

*Turnover is calculated with reference to the headcount at the end of the respective year and it includes all reasons for ending active service (e.g. retirements).

Source: EPO – FIPS

Table 28 – Staff turnover by gender (excluding young professionals), 2023/2024

Gender	2023	Turnover in 2023*	2024	Turnover in 2024*
Women	61	2.90%	67	3.23%
Men	130	3.24%	147	3.70%
	191	3.12%	214	3.54%

*Turnover is calculated with reference to the headcount at the end of the respective year and includes all reasons for ending active service (e.g. retirement).

Source: EPO – FIPS

Table 29 – Staff turnover by age group (excluding young professionals), 2023/2024

Age group	2023	Turnover in 2023*	2024	Turnover in 2024*
Under 35 years	3	1.80%	3	1.58%
35-50 years	10	0.41%	14	0.62%
Over 50 years	178	5.07%	197	5.46%
	191	3.12%	214	3.54%

*Turnover is calculated with reference to the headcount at the end of the respective year and includes all reasons for ending active service (e.g. retirement).

Source: EPO – FIPS

Table 30 – Staff turnover by site, excluding young professionals, 2023/2024

Site	2023	Turnover in 2023*	2024	Turnover in 2024*
Munich	113	3.28%	125	3.68%
The Hague	69	2.85%	77	3.20%
Berlin	7	3.78%	9	5.11%
Vienna	2	2.99%	3	4.55%
	191	3.12%	214	3.54%

*Turnover is calculated with reference to the headcount at the end of the respective year and includes all reasons for ending active service (e.g. retirement).

Source: EPO – FIPS

1.2.8 Young Professionals Programme

The original one-year Pan-European Seal traineeship programme was extended to a first employment experience of up to three years in 2022.

Of the 50 young professionals who were offered the opportunity to continue participating to the programme for a second and third year in 2023, there were still 44 at the EPO at the end of 2024 as young professionals in their third year (two having been hired and four having left the programme).

Of the 79 young professionals who joined the EPO in their first year in 2023, 57 were offered the opportunity to continue for a second and third year following a selection procedure. Of these, 56 were still in the programme at the end of 2024 as young professionals in their second year.

In 2024, 102 young professionals joined the EPO in their first year, all of whom were still in the programme at the end of 2024. All in all, there were 202 young professionals on 31 December 2024.

The 102 young professionals who joined the EPO in 2024 represent 21 different nationalities, and 64% of them are women.

In 2024, 59 young professionals were allocated to the patent granting process area (52 in 2023); 28 in their first year, 17 in their second year and 14 in their third year.

In the ten intakes since the programme's launch in 2015, the EPO has welcomed 682 trainees/young professionals of 34 different nationalities, of whom 63% were women.

1.2.9 Seconded national experts

In 2022, the Administrative Council approved a professional mobility package which, *inter alia*, provided a framework for the secondment of national experts from organisations which had signed an agreement with the EPO, such as national patent offices. Seconded national experts (SNEs) remain employees of their sending organisation.

The EPO welcomed the first 12 SNEs in 2023 from seven national patent offices (Hungarian Intellectual Property Office, Norwegian Industrial Property Office, OSIM Romania, Polish Patent Office, Slovenian Intellectual Property Office, Spanish Patent and Trademark Office, UK Intellectual Property Office). Of these, 50% were women.

In 2024, ten new SNEs from six national patent offices (Institut National de la Propriété Industrielle (INPI FR), Ministry of Economic Development and Tourism of Montenegro, Norwegian Industrial Property Office, The Icelandic Intellectual Property Office (ISIPO), Turkish Patent and Trademark Office, UK Intellectual Property Office) joined the EPO. Of these, 60% were women.

2. Remuneration

The total expenditure for basic salaries and allowances in 2024 was EUR 1 108 million, including EUR 850 million for basic salaries and EUR 258 million for allowances and benefits.

In 2024, the total amount paid for basic salaries increased by 3.4% over the previous year. This increase is mainly driven by the salary adjustment which took place in January 2024.

2.1 Payroll for the year and basic salaries

Table 31 – Basic salaries paid (in EUR), 2023/2024

	2023	2024	
Job group	Total basic salaries paid	Total basic salaries paid	Average monthly basic salary paid
JG 1	1 249 136	1 344 275	22 405
JG 2	12 915 723	13 106 743	18 697
JG 3	67 987 414	66 000 582	16 986
JG 4	631 982 653	661 132 271	12 509
Total JG 1-4*	714 134 926	741 583 871	12 898
JG 5	18 824 662	19 239 603	9 214
JG 6	84 131 536	82 687 770	7 920
Total JG 5-6*	102 956 197	101 927 373	8 136
Subtotal excl. YPs*	817 091 123	843 511 244	12 046
Young professionals	4 567 861	6 369 780	3 173
Total*	821 658 985	849 881 024	11 798

*Rounding differences may occur in the totals.

Source: EPO – FIPS

2.2 Comparison of the 10th and 90th percentiles

The 10% highest-paid staff earn full basic salaries at or above EUR 15 976 (90th percentile) per month. The 10% lowest paid earn full basic salaries at or below EUR 7 849 (10th percentile) per month. The ratio between the 90th and 10th percentiles is therefore 2.04 (2.09 in 2023).⁷

2.3 Performance and rewards

Table 32 – Rewards paid (in EUR), 2023/2024

Reward type	Pensionable/ non- pensionable	2023	2024
Step/promotion	Pensionable	10 122 699	10 673 835
Bonus	Non-pensionable	9 859 963	13 631 820
Total*		19 982 661	24 305 655

*Rounding differences may occur in the totals.

Source: EPO – FIPS

The EPO's rewards framework changed in 2024 to shorten the interval between performance and reward. This one-off impact of this transition in 2024 is the reason for the increase in the bonus amount paid to staff.

2.4 Allowances and benefits

In 2024, in addition to basic salaries, over EUR 258 million was paid in allowances and benefits, including EUR 107 million paid as expatriation allowance to the 65% of total staff with expatriate status (Article 72 ServRegs).

⁷ Not considering young professionals.

Table 33 – Allowances and benefits paid, 2023/2024

Category	Allowance/benefit*	2023	2024	Variation
Family	Dependants' allowance	37 377 959	38 297 537	2.46%
	Household allowance	38 111 605	39 445 803	3.50%
	Childcare allowance/young child allowance	4 133 612	3 698 360	-10.53%
	Education allowance	50 687 808	53 364 942	5.28%
	Parental/family leave allowance	1 083 131	991 726	-8.44%
	Birth grant	91 016	79 017	-13.18%
Work-related	Overtime and shift allowance	828 372	722 006	-12.84%
	Rent allowance	1 008 422	1 065 955	5.71%
	Installation allowance	725 065	713 611	-1.58%
	Removal expenses	759 472	884 881	16.51%
	Language allowance	81 535	66 806	-18.06%
	Travel expenses	43 267	53 056	22.62%
	Functional allowance	2 662 270	3 205 244	20.40%
	Extra examiner activities	3 000	0	-100.00%
	Young professionals' benefits***	165 083	640 181	287.79%
Expatriation	Expatriation allowance	103 775 525	107 063 502	3.17%
	Home leave	3 336 534	3 330 597	-0.18%
Termination	Severance grant	1 681 886	1 819 307	8.17%
	Salary savings plan payment	2 053 803	2 262 312	10.15%
	Dismissal compensation	14 846	17 147	15.50%
	Termination indemnity	0	0	n/a
Other	Miscellaneous	1 201 531	658 171	-45.22%
Total**		249 825 742	258 380 162	3.42%

*See glossary, "Allowances/other benefits".

**Rounding differences may occur in the totals.

***The young professionals' benefits include the monthly YP lump sum allowance, the allowance for secondment of YPs and the job loss indemnity. Part of this indemnity was booked under Miscellaneous in 2023.

Source: EPO – FIPS

Please note that staff entitlement to the different allowances depends on their specific circumstances, in line with the provisions of the EPO Service Regulations.

In addition, the EPO also contributes to the budget of the European School Munich and subsidises places in various in-house crèches.

Table 34 – Contribution to crèches and to the European School Munich (ESM) (in EUR), 2023/2024

Type of expenditure	2023	2024	Variation
Subsidies to crèches	544 693	485 488	-10.87%
European School Munich	25 554 950	26 829 445	4.99%
Total	26 099 643	27 314 933	4.66%

Source: EPO – FIPS

Table 35 – Overview ranges of monthly remuneration, job group 4, 2024

Job group 4 (Grade)	% staff in grade	Average length of service	Average age	Monthly basic salary range* (Germany)	Monthly remuneration** range
Entry career (G7)	3.88%	3	34	6 793 – 7 436	5 794 – 9 677
Mid-career (G10)	7.81%	10	46	9 620 – 10 773	8 220 – 13 396
End of career (G13)	38.31%	23	55	14 192 – 15 521	12 127 – 18 688

Source: EPO – FIPS

*Basic salary range for step 1-5 in the specific grade.

**Remuneration depends on the personal situation of the employee and is the basic salary for the step and grade plus corresponding household allowance, expatriation allowance, dependants' allowance, young child allowance, education allowance and deductions for pension and social security contributions.

The lower range represents a single staff member with no children, with no expatriate status, in step 1 of the grade and the upper range represents a married staff member with two children, with expatriate status, in step 5 of the grade.

As an example, an examiner starting in G7, step 1, with a fixed term appointment, working in Germany, not married, without children and with no expatriate status can expect a total net monthly remuneration of approximately EUR 5 794, made up of:

- basic salary: 6 793 EUR
- household allowance: 0 EUR
- expatriation allowance: 0 EUR
- dependants' allowance: 0 EUR
- young child allowance: 0 EUR
- education allowance: 0 EUR
- total deductions: -999 EUR

The same examiner working in the Netherlands can expect a total net monthly remuneration of approximately EUR 5 764.

As an additional example, a mid-career examiner in G10, step 1, with permanent status, working in Germany, married, with one child between four and 18 years old and with expatriate status can expect a total net monthly remuneration of approximately EUR 11 279, made up of:

▪ basic salary:	9 620 EUR
▪ household allowance:	577 EUR
▪ expatriation allowance:	1 924 EUR
▪ dependants' allowance:	429 EUR
▪ young child allowance:	0 EUR
▪ education allowance:	129 EUR
▪ total deductions:	-1 400 EUR

The same examiner working in the Netherlands can expect a total net monthly remuneration of approximately EUR 11 224.

The most common grade in job group 4 is G13. Within this grade, the most common step is step 5. As an example, an examiner with permanent status in grade G13/5, working in Germany, married, with a spouse who is not gainfully employed, two dependent children, of which one is less than four years old and the other is between four and 18, and expatriate status can expect a total net monthly remuneration of approximately EUR 18 688, made up of:

▪ basic salary:	15 521 EUR
▪ household allowance:	931 EUR
▪ expatriation allowance:	3 104 EUR
▪ dependants' allowance:	858 EUR
▪ young child allowance ⁸ :	403 EUR
▪ education allowance:	129 EUR
▪ total deductions:	-2 258 EUR

The same examiner working in the Netherlands can expect a total net monthly remuneration of approximately EUR 18 996.

⁸ A double young child allowance of EUR 806 may be paid to employees if the cost of the childcare facilities exceeds a certain amount per month. In Munich, the majority of staff receive the standard amount of EUR 403, whereas in The Hague more staff receive the double allowance. This is reflected in the typical salaries shown.

In job groups 5 and 6, the most common grade is G9. Within this grade, the most common step is step 5. As an example, an administrative employee with permanent status in grade G9/5, working in Germany, married, with a spouse who is not gainfully employed, two dependent children, of which one is less than four years old and the other is between four and 18, and no expatriate status can expect a total net monthly remuneration of approximately EUR 9 924, comprised of:

▪ basic salary:	9 332 EUR
▪ household allowance:	560 EUR
▪ dependants' allowance:	858 EUR
▪ young child allowance:	403 EUR
▪ education allowance:	129 EUR
▪ total deductions:	-1 358 EUR

An administrative employee with the same circumstances working in the Netherlands can expect a total net monthly remuneration of approximately EUR 10 278.

2.5 Home loans

Any permanent employee with active status and a minimum of two years of service may be granted a loan for the building, purchase, renovation or refinancing of a residential property destined to be used as a main residence at the place of employment at conditions which are 1.5% below the average market interest rates. The maximum amount which can be borrowed is EUR 110 000, with an increase of 5% for each dependent child.

By the end of 2024, a total of 1 460 loan accounts were active, with a total outstanding balance of around EUR 91.5 million.

Table 36 – Home loans, 2023/2024

Home loans	2023	2024	Variation
Number of new applications	49	75	53.06%
Amount of new loans to staff, in EUR (budget)	5 159 861	5 541 950	7.41%
Number of new loans paid out to staff	50	52	4.00%
Total number of active outstanding loans	1 480	1 460	-1.35%
Average interest rate over the total average capital	0.65%	0.75%	15.38%
Total amount of home loans outstanding, in EUR	96 590 028	91 532 514	-5.24%

Source: EPO – Pensions, Taxes and Expat Services Department

3. Social security and pension schemes

The EPO provides its employees with a pension scheme and a social security scheme, which includes a healthcare insurance scheme and provisions in case of death, incapacity or long-term care. Total payments in 2024 amounted to approximately EUR 504 million.

3.1 Population covered by the EPO social security scheme

At the end of 2024, 23 328 persons were covered by the EPO social security scheme. The total population insured also includes staff in non-active service (such as unpaid leave for more than six months) who are still affiliated to the EPO scheme.

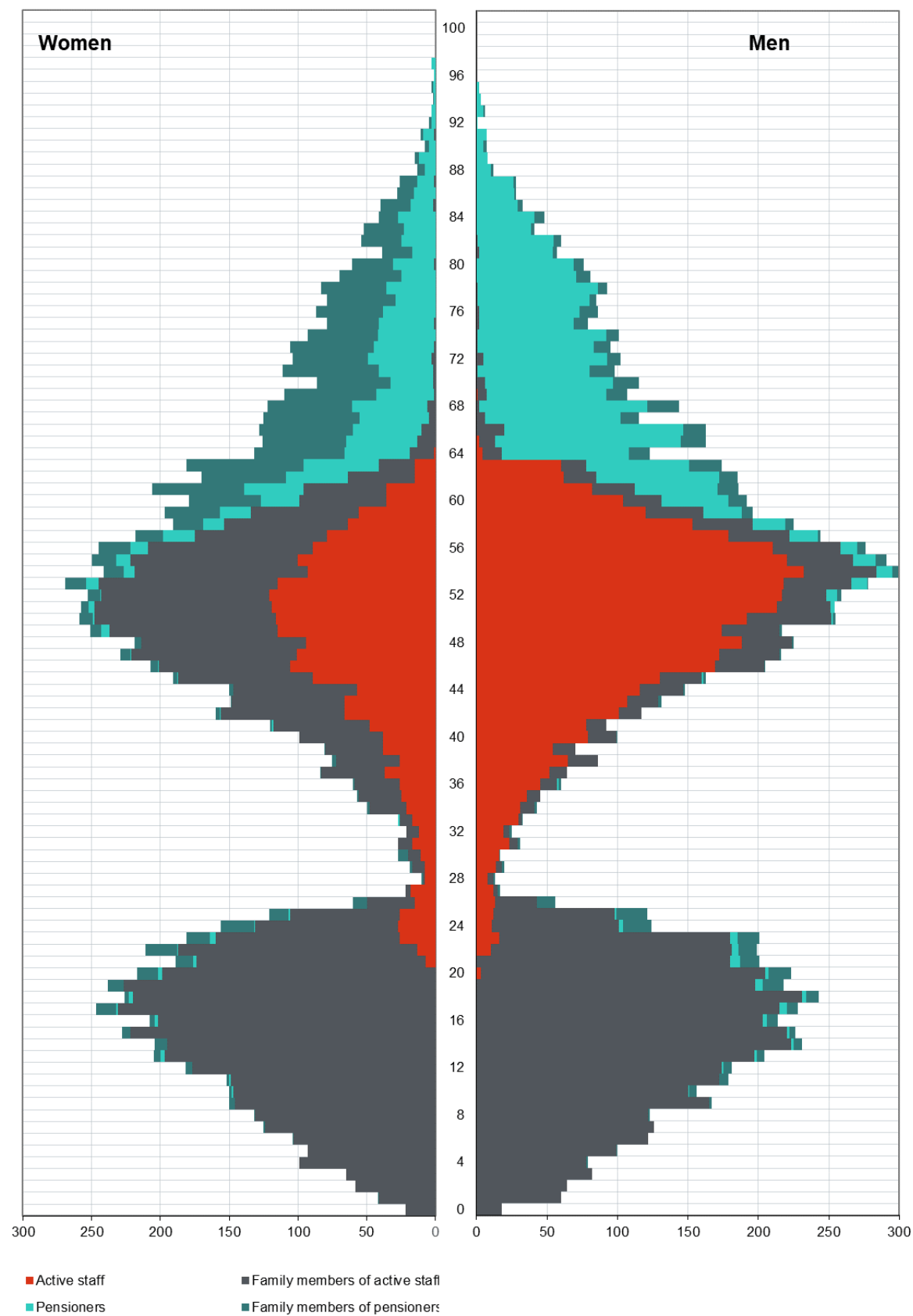
Table 37 – Breakdown of persons covered by the EPO social security scheme, 2023/2024

Category	2023	2024	Variation
Active staff covered by the social security scheme	6 275	6 251	-0.38%
Unpaid leave, secondment and reserve status	14	15	7.14%
Pension recipients	3 313	3 470	4.74%
Family members (spouses and dependants)	13 718	13 592	-0.92%
Total	23 320	23 328	0.03%

Source: ISRP⁹; EPO – FIPS

⁹ See glossary.

Graph 12 – Breakdown by age of the total population covered by the EPO's social security scheme, 31 December 2024



Source: ISRP; EPO – FIPS

3.2 Social security benefits

Table 38 – Breakdown of social security payments relating to collective insurances (in EUR), 2023/2024

Type of benefits	2023	2024	Variation
Healthcare reimbursement	89 591 468	99 258 926	10.79%
Long-term care insurance	8 176 294	9 166 687	12.11%
Death insurance	1 893 724	4 464 392	135.75%
Total benefits	99 661 485	112 890 006	13.27%

Source: EPO – FIPS; Cigna

3.3 Payments for pensioners

At the end of 2024, there were 3 592 recipients of an EPO pension, which represents a 4.6% increase compared with the end of 2023.

Table 39 – Breakdown by type of pension, 2023/2024

Type of pension	Number of recipients in 2023	Number of recipients in 2024	Average monthly basic pension (in EUR) in 2023	Average monthly basic pension (in EUR) in 2024
Retirement	2 909	3 038	7 772	7 987
Survivor's	417	443	4 949	5 151
Orphan's	109	111	1 397	1 503
Total	3 435	3 592	7 227	7 437

Source: ISRP

Table 40 – Breakdown of payments (in EUR), 2023/2024

Benefits linked to pension	2023	2024	Variation
Basic pension staff recruited before 2009	284 649 162	307 681 045	8.09%
Basic pension staff recruited after 2009*	467 329	664 765	42.25%
Tax adjustment	58 018 502	65 367 876	12.67%
Other (allowances, compensation)	16 238 618	17 379 167	7.02%
Total	359 373 611	391 092 853	8.83%

*2023 figures corrected, now including basic pension payments for employees in New Pension Scheme.

Source: EPO – FIPS

Table 41 – Key figures related to retired staff, 31 December 2024

Job group (JG)	Number of retired employees (in headcount)	Average age at retirement (in years)	Average length of service at the EPO (in years)	Average basic monthly salary before retirement (in EUR)
JG 1-4	1 993	61.2	28.5	16 304
JG 5-6	1 045	60.7	30.9	8 814
Total	3 038	61.0	29.3	13 728

Source: ISRP; EPO – FIPS

The typical package for a G13/5 pensioner, married with no dependent children and living in Germany, after the current average of 28 reckonable years of service at the EPO and based on the German salary table, is composed of the following elements:

▪ basic pension:	8 691 EUR
▪ household allowance:	521 EUR
▪ tax adjustment	1 718 EUR
▪ deductions for healthcare and long-term care insurance:	-334 EUR
▪ national tax:	-2 674 EUR
▪ <i>total:</i>	<i>7 923 EUR</i>

The typical package for a G9/5 pensioner, married with no dependent children and living in Germany, after the current average of 30 reckonable years of service at the EPO and based on the German salary table, is composed of the following elements:

▪ basic pension:	5 599 EUR
▪ household allowance:	336 EUR
▪ tax adjustment:	661 EUR
▪ deductions for healthcare and long-term care insurance:	-215 EUR
▪ national tax:	-1 109 EUR
▪ <i>total:</i>	<i>5 271 EUR</i>

The examples above relate to the old pension scheme, applicable to staff who joined the EPO before 1 January 2009. Staff joining after this date are subject to the New Pension Scheme Regulations. On retirement, they receive a pension based on a capped salary. The capped salary is set at twice G1/4

3.4 Contributions to the EPO social security and pension schemes

Like other international organisations, the EPO provides, organises and finances its social security and pension schemes independently.

To finance the benefits paid under the different social security and pension schemes, contributions are paid by both the EPO and the beneficiaries. With a contribution of EUR 277 million in 2024 (66% 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 of "1/3 employee, 2/3 employer".

Table 42 – Total contributions to the social security and pension schemes and the salary savings plan (in EUR), 2023/2024

Contributions to the social security scheme, the pension schemes and the salary savings plan, in EUR	2023	2024	Variation
EPO	274 090 728	277 091 544	1.09%
Employees	128 344 495	129 240 721	0.70%
Pension recipients	10 632 251	11 538 541	8.52%
Total	413 067 475	417 870 806	1.16%

Source: EPO – FIPS

Table 43 – Contributions to the social security scheme (not including pensions) (in EUR), 2023/2024

Contributions to the social security scheme (not including pensions), in EUR	2023	2024	Variation
EPO	87 425 097	92 942 659	6.31%
Employees	35 011 715	37 166 256	6.15%
Pension recipients	10 632 251	11 538 541	8.52%
Total	133 069 064	141 647 455	6.45%

Source: EPO – FIPS

Table 44 – Total contributions to the pension schemes (in EUR), 2023/2024

Contributions to the pension schemes	2023	2024	Variation
EPO	171 886 260	167 595 740	-2.50%
Employees	85 943 129	83 797 852	-2.50%
Total	257 829 389	251 393 852	-2.50%

Source: EPO – FIPS

Table 45 – Total contributions to the salary savings plan (in EUR), 2023/2024

Contributions to the salary savings plan	2023	2024	Variation
EPO	14 779 371	16 553 145	12.00%
Employees	7 389 651	8 276 613	12.00%
Total	22 169 022	24 829 758	12.00%

Source: EPO – FIPS

The assets managed in the salary savings plan amounted to EUR 322.9 million on 31 December 2024, while the assets managed by the RFPSS amounted to EUR 13.4 billion on 31 December 2024.

4. Working conditions

At the EPO, staff can opt for various flexible working arrangements, including working part-time, working from home or from any other location within the territory of an EPC contracting state and flexitime.

A total of 98% of staff members registered for teleworking at least once during 2024.

The following work arrangements were observed in 2024:

Table 46 – Breakdown of work arrangements, 2023/2024

Work arrangements (in %)	2023	2024
On-site only	2%	2%
Teleworking	98%	98%
<i>On-site and teleworking from the country of employment</i>	44%	40%
<i>On-site and teleworking from the country of employment and teleworking from another EPC contracting state</i>	54%	58%
<i>On-site and teleworking from another EPC contracting state</i>	2%	2%
Total	100%	100%

Source: NWoW planning tool

Overall, 59% of staff members used the option to telework from another EPC contracting state in 2024. Of these staff members, 76% used this opportunity to work from their home country.

4.1 Staff working part-time

In 2024, about 12% of all EPO staff worked part-time (the reduction of working time can be up to 50%). Women represented around 68% of the total staff working part-time. These figures are stable in comparison with previous years.

Table 47 – Breakdown of staff working full-time/part-time per site, 2023/2024

Employees	Site	31.12.2023			31.12.2024			Variation
		Women	Men	Grand total	Women	Men	Grand total	
Full-time	Munich	1 036	2 095	3 131	1 037	2 084	3 121	-0.32%
	The Hague	561	1 579	2 140	571	1 575	2 146	0.28%
	Berlin	49	111	160	44	110	154	-3.75%
	Vienna	27	32	59	31	36	67	13.56%
	Total	1 673	3 817	5 490	1 683	3 805	5 488	-0.04%
	In % of total staff	75.67%	93.92%	87.49%	76.33%	94.04%	87.79%	
Part-time	Munich	339	113	452	328	106	434	-3.98%
	The Hague	180	117	297	175	120	295	-0.67%
	Berlin	10	17	27	11	15	26	-3.70%
	Vienna	9		9	8		8	-11.11%
	Total	538	247	785	522	241	763	-2.80%
	In % of total staff	24.33%	6.08%	12.51%	23.67%	5.96%	12.21%	
Grand total		2 211	4 064	6 275	2 205	4 046	6 251	-0.38%

Source: EPO – FIPS

Table 48 – Breakdown of working time percentages, 2023/2024

Working time percentage	Number of staff on 31.12.2023	Percentage of staff working part-time	Number of staff on 31.12.2024				Percentage of staff working part-time
			Women	Men	Total		
50-59%	41	5.22%	31	7	38		4.98%
60-69%	74	9.43%	63	13	76		9.96%
70-79%	117	14.90%	83	17	100		13.11%
80-89%	421	53.63%	260	155	415		54.39%
90-99%	132	16.82%	85	49	134		17.56%
Total*	785	100.00%	522	241	763		100.00%

*Rounding differences may occur in the total percentages.

Source: EPO – FIPS

4.2 Flexitime and compensation hours

In 2024, the average amount of flexitime taken per employee was equivalent to 2.1 days. The average amount of compensation hours taken per employee was equivalent to 5.3 days.

Table 49 – Breakdown of flexitime and compensation hours, 2023/2024

Type of leave	Absence days* in 2023	Absence days* in 2024	Variation
Flexitime	13 033	13 323	2.22%
Compensation hours	33 242	32 940	-0.91%

*Absence days are not the same as employee days. For instance, an absence day for a 50% part-timer (four hours) counts as a full day.

Source: EPO – FIPS

4.3 Overtime, shift work and on call

Table 50 – Breakdown of overtime, shift work and on call services, 2023/2024

Overtime, shift work and on call (in hours)	2023	2024	Variation
Overtime	1 250	364	-70.92%
On call	68 274	57 388	-15.94%
Shift hours	1 238	759	-38.70%

Source: EPO – FIPS

4.4 Working days and absences

Parental and family leave are classed as social leave. In 2024, 814 employees took an average of 18.1 days of parental leave. Also, 94 employees took family leave. On average, each of these employees took 15.0 days of family leave.

Table 51 –Employees entitled to and taking parental leave, 2023/2024

	2023			2024			Variation
	Women	Men	Total	Women	Men	Total	Variation
Employees entitled to parental leave	732	1 437	2 169	662	1 333	1 995	-8.02%
Employees taking parental leave	389	521	910	354	460	814	-10.55%
Percentage	53.14%	36.26%	41.95%	53.47%	34.51%	40.80%	-2.75%

Source: EPO – FIPS

Table 52 – Reasons for absence, volume and impact on total working days, 2023/2024

	2023			2024			Variation
Categories of absence	Number of absence days**	Average number of absence days/FTE ^s ***	Absence days as % of total working days	Number of absence days**	Average number of absence days/FTE ^s ***	Absence days as % of total working days	Number of absence days
Annual leave and home leave	217 246	34.72	13.91%	212 514	33.96	13.62%	-2.18%
Total sick leave****	74 977	11.98	4.80%*	79 899	12.74	5.10%	6.56%
Social leave	31 850	5.09	2.04%	28 784	4.60	1.84%	-9.63%
Unpaid leave	2 220	0.35	0.14%	1 506	0.24	0.10%	-32.16%
Total	326 294	52.15	20.8%*	322 703	51.55	20.66%	-1.10%

*Figures for 2023 corrected.

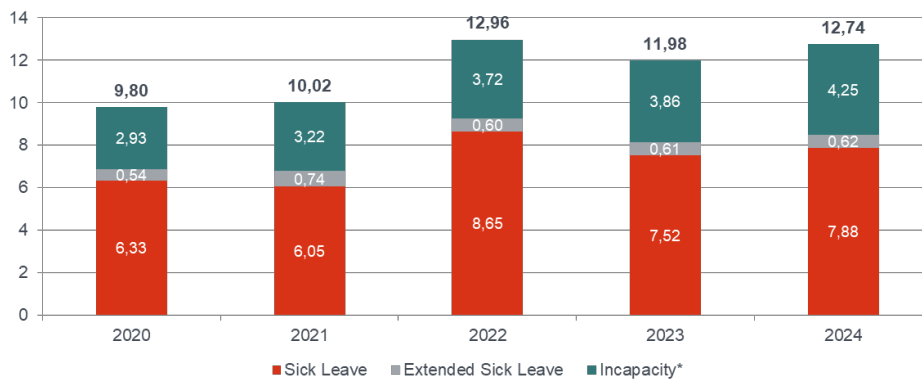
**Absence days are not the same as employee days. For instance, an absence day for a 50% part-timer (four hours) counts as a full day.

***The calculations are based on FTE^s and not FTE (see glossary).

****All types of sick leave (sick leave, extended sick leave and incapacity).

Source: EPO – FIPS

Graph 13 – Total sickness days per FTE^s, 12 months rolling, 2020-2024



*The observed increase in incapacity is an expected progression of the new system adopted in 2015. The increase is due to the fact that, under the old system, staff members on invalidity would not be included in the sick leave statistics, whereas in the current incapacity system, they remain in active status and are included in the statistics.

**Rounding differences may occur in the total days.

Source: EPO – FIPS

Table 53 – Breakdown of total sickness days, 2023/2024

Type	2023		2024		Variation for total days per FTE ^s	Variation for capacity loss
	Total days per FTE ^s	Capacity loss %	Total days per FTE ^s	Capacity loss %		
Short-term/normal sick leave	7.52	3.01%	7.88	3.15%	4.79%	4.69%
Extended sick leave	0.61	0.24%	0.62	0.25%	1.64%	1.55%
Incapacity	3.86	1.55%	4.25	1.70%	10.10%	10.01%
Total sickness days*	11.98	4.80%	12.74	5.10%	6.34%	6.25%

*Rounding differences may occur in the totals.

Source: EPO – FIPS

Table 54 – Number of sickness days by percentage of staff, 2023/2024

Number of sickness days (d)	% of staff in 2023	% of staff in 2024
0 days	31.30%	31.21%
0 days < d < 3 days	14.80%	14.35%
3 days ≤ d < 5 days	11.31%	11.63%
5 days ≤ d < 10 days	17.55%	17.15%
10 days ≤ d < 15 days	7.55%	7.78%
15 days ≤ d	17.48%	17.87%
Total*	100.00%	100.00%

*Rounding differences may occur in the total percentages.

Source: EPO – FIPS

5. Health, safety and welfare services

5.1 Activities related to health services (Occupational Health and Well-Being Services)

Table 55 – Volume of activities undertaken by the Occupational Health and Well-Being Services, 2023/2024

Volume of activities undertaken by Occupational Health and Well-Being Services	2023	2024	Variation
Number of staff that consulted Occupational Health and Well-Being Services	1 475	1 500	1.69%
Number of cases*	1 923	1 875	-2.50%
Number of in-house consultations	5 329	6 565	23.19%

*With a diagnosis.

Source: EPO – Occupational Health and Well-Being Services, Cority

Table 56 – Type of activities related to health services, 2023/2024

Type of activities	2023	2024	Variation
Mandatory examinations, Circular No. 367	521	700	34.36%
Reintegration meetings	374	305	-18.45%
Workplace visits by occupational health ergonomist/nurses	1 323	1 481	11.94%
Virtual workplace visits by occupational health ergonomist/nurses/ErgoWUCs	143	107	-25.17%
Preventive medical examinations	1 016	709	-30.22%
Initial medical examinations	246	224	-8.94%
Emergency cases	43	36	-16.28%
Vision tests*	303	566	86.80%
In-house physiotherapy sessions	4 223	3 628	-14.09%
Influenza vaccinations	3 609	3 430	-4.96%

*Vision tests undertaken as part of a campaign now that all staff have been on site for a proportion of the year

Source: EPO – Occupational Health and Well-Being Services, Cority

Overall utilisation of the Employee Assistance Programme (EAP) was 3.81% (238 total cases), equivalent to the overall EMEA benchmark (3.82%). This is higher than in 2023, when it was 3.19%.

Counselling services accounted for 3.1% of EAP utilisation while work/life services made up 0.7%.

5.2 Occupational accidents

Table 57 – Number of occupational accidents reported, 2023/2024

Site	2023	2024
Munich	14	12
The Hague	8	7
Berlin	0	1
Vienna	0	1
Brussels	0	0
Total	22	21

Source: EPO

Of the 21 occupational accidents that occurred, 13 were commuting accidents. There were no teleworking accidents in 2024.

5.3 Occupational health-related expenditure

Overall expenditure for occupational health decreased in 2024, amounting to EUR 3.3 million compared with EUR 3.7 million in 2023.

5.4 Costs for general staff welfare

Table 58 – Breakdown of expenditure for general staff welfare (in EUR), 2023/2024

Category	2023	2024	Variation
Canteen subsidies	1 292 155	1 135 108	-12.15%
AMICALE, culture and sports clubs, social events	1 459 999	1 606 000	10.00%
Pensioners' Association subsidy	132 500	141 765	6.99%
Jubilees	136 600	216 000	58.13%
Motivation budget and social events	804 871	823 276	2.29%
Total	3 826 125	3 922 149	2.51%

Source: EPO – FIPS

6. Social dialogue

All of the figures in Table 59 were taken from the self-declaration made by staff representatives regarding the number of days spent on staff representation activities.

Table 59 – Staff representation activities in days, 2023/2024

Staff representation activities	2023	2024
Total time available	5 500	5 450
Statutory bodies ¹⁰	69.60	28.40
Administrative Council and its bodies	43.50	23.90
Thematic meetings and working groups	1 018.80	1 128.40
Internal staff representative work and training	3 405.60	3 484.50
Total time used	4 537.50	4 665.20

Source: EPO – FIPS

¹⁰ Excluding the settlement of disputes and disciplinary committees. See also the glossary.

Table 60 – Number of staff involved in staff representation activities by site, 2023/2024

	2023*	2024		
Site	Total	Women	Men	Total
Berlin	12	1	5	6
Munich	24	4	15	19
The Hague	22	6	10	16
Vienna	7	3	3	6
Total	65	14	33	47

*Staff representative elections took place in June 2023. New staff members were elected and several staff served on the staff representative election committees, resulting in increased numbers for 2023.

Source: EPO – FIPS

6.1 Meetings with social partners

Table 61 – Number of meetings with social partners, 2023/2024

Meetings with social partners	2023	2024
Meetings of statutory bodies	28	27
Participation of staff representatives in the Administrative Council and its bodies	11	16
Thematic meetings and working groups	36	32
Other meetings	9	9
Total	84	84

Source: EPO – President's Office/Social Dialogue secretariat

6.2 Industrial action

Table 62 – Number of strike days, 2023/2024

Number of strikes	2023	2024
Number of strike days	0	0
Number of FTE days	0	0

Source: EPO – FIPS

7. Conflict resolution

7.1 Informal conflict resolution

Table 63 – Types of confidential counselling cases, 2023/2024

Nature of conflict	2023		2024	
	Number of cases	% of total*	Number of cases	% of total*
Manager/employee in the hierarchical line	121	62.05%	114	54.29%
Between colleagues	16	8.21%	25	11.90%
Between managers	4	2.05%	1	0.48%
Request for information	6	3.08%	17	8.10%
Counselling on workplace difficulties	48	24.62%	53	25.24%
Total	195	100.00%	210	100.00%

*Rounding differences may occur in the total percentages.

Source: EPO – Ombuds Office

Table 64 – Status of confidential counselling cases, 2023/2024

Status of cases	2023		2024	
	Number of cases	% of total*	Number of cases	% of total*
Conflicts resolved via coaching	151	77.44%	168	80.00%
Conflicts resolved via conciliation	44	22.56%	34	16.19%
Ongoing cases	0	0.00%	8	3.81%
Total	195	100.00%	210	100.00%

*Rounding differences may occur in the total percentages.

Source: EPO – Ombuds Office

7.2 Management review

The management review is a pre-litigation step, which aims to resolve employment law-related administrative disputes at an early stage, thus preventing further litigation. In 2024, 83 requests for management review were registered, involving a total of 102 requesters.

Table 65 – Overview of general categorisation of management reviews, 2023/2024

Categories	2023			2024		
	Registered cases	% of total*	Number of requesters	Registered cases	% of total*	Number of requesters
Regulations/policies	42	32.31%	538	16	19.28%	35
Individual	88	67.69%	88	67	80.72%	67
Total	130	100.00%	626	83	100.00%	102

*Rounding differences may occur in the total percentages.

Source: EPO – Employment Law and Social Dialogue Advice

Table 66 – Outcome of management review cases, 2023/2024

Status/outcome	2023		2024	
	Requests	% of total*	Requests	% of total*
Rejected as not receivable	10	7.69%	4	4.82%
Decision maintained	88	67.69%	59	71.08%
Allowed (in whole or in part)	14	10.77%	5	6.02%
Withdrawn	7	5.38%	10	12.05%
No review (filter function)	11	8.46%	2	2.41%
Pending	0	0.00%	3	3.61%
Total	130	100%	83	100%

*Rounding differences may occur in the total percentages.

Source: EPO – Employment Law and Social Dialogue Advice

Of the 83 requests in 2024, approximately 67% of the closed cases had not progressed to the appeal stage by 7 February 2025.

The figure of 67% is preliminary. The definitive number of internal appeals following a management review will be available in the next social report, given that up to six months may elapse from the date of filing a management review to the subsequent registration of an appeal (up to two months to conduct the review, up to three months to file a subsequent appeal and up to one month to register the appeal).

By way of reference, the final figures for 2023 show that of the 130 registered requests for review, 50% did not progress to the appeal stage.

7.3 Internal appeals

In 2024, 66 new appeal cases were lodged by 66 staff members (56 active staff members, one non-active former staff member, nine pensioners). The number of

new individual appeals is around 80% lower than the number of new individual appeals in 2023 (336,¹¹ which represent 118 appeal cases).

In 2024, the average duration from filing an appeal until the final decision of the President was 27.3 months (44.3¹² months in 2023).

At the end of 2024, the number of pending appeals before the Appeals Committee decreased by 42% to 839 appeals, corresponding to 138 appeal cases (at the end of 2023, 1 459 appeals were pending before the Appeals Committee, corresponding to 192 appeal cases). No mass appeals were lodged in 2024.

Table 67 – Internal appeals registered, 2023/2024

Year	Number of appeal cases	Number of registered individual appeals
2023	118	336
2024	66	66

Source: EPO – Appeals Committee Secretariat

Table 68 – Number of appeal cases finalised by the Appeals Committee, 2023/2024

Outcome of appeals	2023	2024
Cases on which the Appeals Committee issued an opinion	128	145
Cases closed by withdrawal (before opinion issued)*	5	1
Cases closed by amicable settlement facilitated by the Appeals Committee	0	1

*These figures do not include three appeals in 2023 and two in 2024 withdrawn following the issue of the Appeals Committee's opinion.

Source: EPO – Appeals Committee Secretariat

Table 69 – Outcome of appeals at the EPO, 2023/2024

Final decisions of the appointing authority on appeals	2023*	2024*
Appeals allowed	3.12%	0.00%
Appeals allowed in part	37.50%	20.20%
Appeals rejected	59.38%	79.80%

*Rounding differences may occur in the total percentages.

Source: EPO – Employment Law and Social Dialogue Advice

Final decisions were issued for 124 appeals in 2024.

¹¹ This number includes 218 identical "child appeals" filed in the context of a mass appeal against decision CA/D 17/22 implementing the remuneration adjustment method introduced by Administrative Council decision CA/D 4/20.

¹² The figure reflects the withdrawal of 69 opinions resulting from the "mandate issue". Furthermore, 17 final decisions with their opinion were withdrawn following the implementation of Tribunal Judgment No. 4550 (14 of which were final decisions with their opinion issued in 2022).

7.4 Complaints filed by EPO staff with the Tribunal

Once the internal means of redress have been exhausted, EPO staff may file a complaint with the Administrative Tribunal of the International Labour Organization (Tribunal). Of the 124 final decisions issued in 2024, approximately 73% had not progressed to the Tribunal by 7 February 2025.

The figure of 73% is preliminary. The definitive number of complaints progressing to the Tribunal will be available in future social reports as there is a delay between complaints being filed with the Tribunal and being provided by the Tribunal to the EPO. By way of reference, as of 7 February 2025, the figures for 2023 show that, of the 131 final decisions, 63% did not progress to the Tribunal.

Table 70 – Outcome of complaints filed with the Tribunal, 2023/2024

Outcome of complaints filed with the Tribunal	2023	2024
Number of complaints pending with the Tribunal	321	350
Number of new complaints received by the EPO	24	80
Number of judgments delivered*	42 (47)	39 (42)
% of Tribunal complaints allowed**	11%	12%
% of Tribunal complaints partially allowed	2%	0%
% of Tribunal complaints not allowed	85%	88%
% of judgments summarily dismissing the complaint(s)	2%	0%

*The numbers in brackets show the number of actual complaints (several complaints can receive one judgment).

**Includes two complaints remitted to the EPO for reconsideration in 2023 and 2024 respectively.

Source: EPO – Employment Law and Social Dialogue Advice

7.5 Settlements in 2024

In 2024, amicable settlements were explored in 34 cases. The settlement attempts were successful in 56% of those cases.

Table 71 – Number of cases settled and cases with a recorded withdrawal in 2024

Outcome	Pre-litigation stage	Internal appeals	Tribunal complaints	Total
Withdrawal*	12**	1	8	21
Amicable resolution	0	12	7	19

Cases withdrawn/closed by amicable resolution are counted as of the date of signature.

*Withdrawals of management review requests are reported in Table 66.

**Two cases registered in 2023 and ten cases registered in 2024 (as of 7 February 2025).

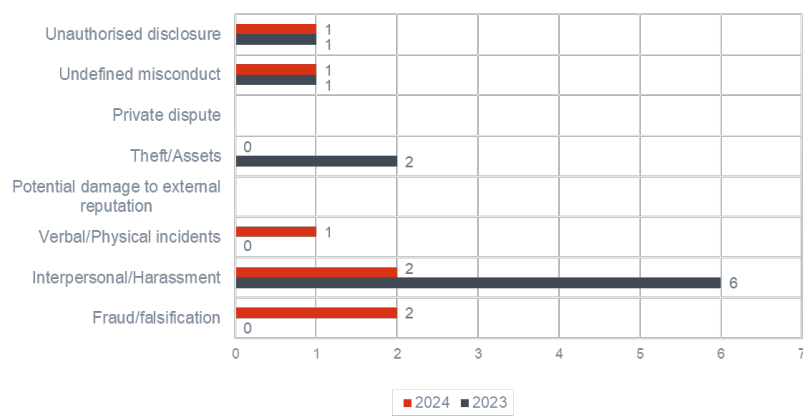
Source: EPO – Employment Law and Social Dialogue Advice

7.6 Ethics and compliance: ensuring integrity and accountability

7.6.1 Investigations

In total, 55 reports were received in 2024, of which 48 were successfully triaged through referral to other services. The number of formal investigations remains low, with seven cases opened in 2024 compared with ten in 2023. The types of cases ranged from unauthorised disclosure to theft, interpersonal/harassment and other misconduct.

Graph 14 – Categories of allegations, 2023/2024



Source: EPO – Directorate Ethics and Compliance

8. Glossary

Active service

Active employment of staff not assigned to a different administrative status whilst performing tasks for the EPO and deriving full employment benefits on either a full-time or part-time basis.

Allowances/other benefits

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

Term	Legal basis	Description
Dependants' allowance	Arts. 69 and 70 ServRegs	Payment aimed at providing support to employees for the upkeep of children or relatives.
Household allowance	Art. 68 ServRegs	Payment aimed at supporting employees who assume family responsibilities.
Childcare allowance	Art. 70a ServRegs	Payment aimed at providing support to employees whose children attend a childcare facility. Replaced on 1 September 2021 by the young child allowance.
Young child allowance	Art. 70a ServRegs	Payment aimed at providing support to employees with children under the age of four.
Education allowance	Art. 71 ServRegs	Payment aimed at providing support to employees 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	Annual contribution of the EPO to the budget of the European School Munich.
Parental/family leave allowance	Arts. 44a, and 44b ServRegs	Payment aimed at providing support to employees whose remuneration is reduced during parental or family leave.
Budget of the crèches	Circular No. 301	Subsidy for childcare facilities exclusively available to EPO staff.
Birth (maternity) grant	Art. 85 ServRegs	One-off payment made to employees upon the birth of a child.
Overtime, shift, on-call allowance	Arts. 57, 58 and 58a ServRegs	Additional remuneration as compensation for supplementary working hours, for a specific working schedule or for remaining on standby at the requirement of the EPO, outside the employee's normal working hours.

Term	Legal basis	Description
Rent allowance	Art. 74 ServRegs	Payment aimed at providing support to employees for renting a residence at the place of employment.
Installation allowance	Art. 73 ServRegs	Lump-sum payment aimed at covering costs incurred by employees upon taking up employment or transferring to another duty station.
Removal expenses	Art. 81 ServRegs	Lump-sum payment aimed at covering costs for moving an employee's household to/from their place of employment.
Language allowance	Art. 75 ServRegs	Payment made to employees in specific grades who are required in their function to use two or three of the official languages other than their mother tongue and whose language abilities have been acknowledged by the EPO.
Travel expenses	Art. 77 ServRegs	Compensation aimed at refunding employees holding a travel order for costs incurred for travelling to/from their place of employment.
Miscellaneous allowances		Amounts under specific budget articles, which include elements such as reserve status allowance, housing allowance, promotion compensation, loss-of-job indemnity, employer's contribution to national insurance scheme and temporary fixed allowance.
Expatriation allowance	Art. 72 ServRegs	Payment aimed at covering additional costs incurred by employees whilst working and residing outside the country of citizenship.
Functional allowance	Art. 12(2) ServRegs	Supplementary compensation to reward employees for additional duties or duties involving specific constraints.
Severance grant	Art. 11 PenRegs Art. 11 New PenRegs	Payment made upon cessation of employment prior to accruing pension entitlements, aimed at compensating former employees for participation in the EPO's pension scheme.
Young professional allowance	Art. 12a(1) Conditions of employment for young professionals at the European Patent Office	Payment aimed at providing support for additional costs of young professionals
Salary savings plan payment	Art. 65(3) ServRegs	Settlement made upon cessation of employment corresponding to the amount in the employee's salary savings plan account.
Dismissal compensation	Art. 13(5) ServRegs	Payment made to employees leaving the service who do not pass the probationary period.
Loss-of-job indemnity	Art. 53(5) ServRegs	Payment made at the end of a fixed-term contract, usually in addition to a severance grant and the salary savings plan settlement.

Amicale

Association organising social events and programmes for staff and their families, including sports and cultural activities.

Appointment

Appointment may be:

- by recruitment, transfer or promotion as a result of a general competition open to both employees of the EPO and external candidates
- by transfer at the same grade within the EPO, either on the initiative of the appointing authority or at the request of the employee concerned
- by transfer or promotion as a result of an internal competition open to all employees of the EPO.

Basic salary tables

Net salary tables are published following the decisions of the Administrative Council on the salary adjustment, usually taken in December.

Categories of social leave

Social leave includes maternity leave (Art. 61 ServRegs), special leave (Art. 59(3) ServRegs; Circular No. 22, Rules 6-9), adoption leave (Art. 61a ServRegs), unpaid leave (Art. 45 ServRegs), parental leave (Art. 45a ServRegs) and family leave (Art. 45b ServRegs).

Categories of special leave

Special leave includes leave granted for marriage of the employee, change of residence, serious illness of a spouse or child, death of a spouse, death or serious illness of a relative in the ascending line, death or serious illness of a child, hospitalisation of a child aged 12 or under, birth of a child, marriage of a child, death of wife during maternity leave (Art. 59(3) ServRegs).

It also includes the death of another immediate relative, death/serious illness of a parent-in-law or any other person related by blood or marriage, court appearances, voting in national elections, transfer to another place of employment, further training, EQE (Circular No. 22, Rules 6-9), Berlin special leave, special leave travel days and special leave pending.

Cigna

Third-party administrator of the EPO healthcare insurance scheme.

Cority

Occupational health software; a web-based application.

Cure

The aim of a cure is to improve a person's general health and their capacity to perform daily activities. There are two types of cure:

- Type A – cases of absolute medical necessity only (for staff members, their family members and pensioners)
- Type B – five-yearly cure (for staff members only)

Dependant

A person (usually a child of the employee) in respect of whom an employee qualifies for the payment of a dependants' allowance.

Duty travel

Mission undertaken by an employee at the request of their line manager to fulfil business needs (business mission) or attend training (training mission) outside of the place of employment. A combined mission is a mission that combines these two elements or that fulfils business needs relating to several units in the EPO.

Employee

An employee is a person appointed under and covered by the Service Regulations and/or other terms of employment on either a permanent or a temporary basis.

Employee Assistance Programme

The Employee Assistance Programme (EAP) provides staff and their immediate family members with confidential and direct access to professional support to help them resolve work and life issues. Services include general and psychological counselling, legal advice, financial guidance and much more. The multilingual EAP is available 24/7/365 and is free of charge to EPO staff and their dependants.

Examiner

Examiners are technically qualified staff responsible for search, substantive examination and opposition, the three main phases of the patent granting process.

FIPS

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

Fixed-term appointment

A fixed-term appointment is an appointment for a specified duration of up to five years. It may be extended by express mutual agreement.

Full-time equivalent (FTE)

A statistical factor of 1 for an employee who has been employed full-time in a given calendar year (e.g. 0.5 FTE for someone who is part-time).

Full-time equivalent for sickness statistics (FTE^s)

An FTE^s represents an employee working for the whole of the reporting period, irrespective of whether they work part-time or full-time (in this respect, the definition differs from the usual FTE definition). The calculation of the FTE^s is based on working days. For example, if the reporting period is from 1 January to 31 December, an employee working for the whole period equals 1 FTE^s. An employee retiring on 1 July equals 0.5 FTE^s.

Full basic salary

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

Initial medical examination

Examination conducted upon recruitment to determine whether a candidate meets the medical requirements of the post.

ISRP

Short for International Service for Remuneration and Pensions. The ISRP has been the EPO's pension services provider since 1 January 2013.

Job groups (Circular No. 365, Annex I ServRegs)

The term "job group" is used to cover jobs that require similar types of educational qualification, knowledge and expertise. Accordingly, each of the six job groups is associated with a specific range of grades.

Job profiles

Job profiles exist for all job groups and contain a generic description of the following job aspects:

- the tasks to be performed
- the educational qualifications
- the required competencies
- the area and job group to which the profile belongs

Depending on the job group and area of activity, all staff are assigned a generic job profile.

Leave types

Term	Legal basis	Description
Flexi hours	Art. 5(2) Guidelines on arrangements for working hours	Type of leave by which staff may accrue surplus working hours and take leave at their convenience.
Compensation hours	Art. 5(4) Guidelines on arrangements for working hours	Type of leave by which a quarter of an hour is credited to the employee per full day of presence.
Annual leave	Art. 59 ServRegs	Entitlement of 30 days of holiday for a full working year.
Home leave	Art. 60 ServRegs	Additional leave granted every two years to employees recruited before 1 April 2018 for maintaining links to their home country outside their place of employment.
Absences for health reasons	Arts. 62, 62a, 62b and 62c ServRegs	Absence due to incapacity to perform duties for medical reasons. The system covers three phases: <ul style="list-style-type: none">▪ short-term or normal sick leave▪ extended sick leave: starts when the cumulative sick leave reaches 125 days in 18 months▪ incapacity: starts when the cumulative sick leave reaches 250 days in 36 months
Social leave	Arts. 44a, 44b, 59(3) and 61 ServRegs	Parental, family, special and maternity leave.
Unpaid leave	Art. 44 ServRegs	Leave benefit by which an employee ceases active employment for a certain period of time on personal grounds.

Length of service

Number of years an employee has been working at the EPO (without deductions for unpaid leave, secondment, part-time work, etc.).

Long-term care insurance

Risk covered by the EPO's social security schemes, aimed at offsetting some of the expenses incurred if an insured person's autonomy becomes seriously impaired on a long-term basis.

Management review (Art. 109 ServRegs)

A management review is a pre-litigation step aimed at amicably resolving disputes about individual decisions at an early stage.

Mass appeal

Internal appeal filed by several staff members against the same decision, often on the same grounds. Such appeals are counted as one appeal in the summaries concerning internal litigation prepared by the EPO.

Members of the Boards of Appeal

Appointed by the Administrative Council and responsible for the examination of appeals against decisions taken in the patent granting process.

Nationality

The nationality of an employee is the nationality given in their electronic personal files and FIPS. In cases of dual citizenship, it is the first nationality recorded in FIPS.

New pension scheme

The new pension scheme is applicable to staff recruited since 1 January 2009. Under the new scheme, the monthly pension is calculated on the basis of twice the reference basic salary at G1/4. The total contribution rate (EPO and staff) in 2024 amounted to 28.5% of the basic salary up to a ceiling of twice the salary for grade G1/4.

Contributions to the new pension scheme by the EPO and staff are apportioned 2/3 and 1/3 respectively.

Non-active status (Art. 42 ServRegs)

A permanent employee may be assigned to non-active status as follows:

- a. to fulfil obligations regarding military service or comparable service
- b. for parental leave
- c. for family leave
- d. on personal grounds

Unless otherwise expressly provided for in the Service Regulations, a permanent employee assigned to non-active status is not entitled to remuneration.

Off-scale (former A4(2))

Under the new career system, some staff graded under the former system in grade A4(2) at a salary level that exceeded the amount corresponding to G13 step 5 have been placed "off-scale", retaining their former basic salary.

Old pension scheme

Pension scheme applicable to staff recruited before 1 January 2009, under 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. In 2024, the total contribution rate (EPO and staff) for the old pension scheme amounted to 32.1% of the basic salary.

Ombuds Office

The Ombuds Office deals with the prevention and early resolution of workplace disputes and promotes informal and pre-litigation mechanisms.

Orphan's or dependant's pension (Chapter V PenRegs)

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

Other staff

Staff whose activities are not directly related to the granting of patents.

Patent procedure support staff

Formalities officers in the sectors, providing direct support in the patent granting process.

Permanent staff

Staff employed on a permanent basis.

Promotion

Promotion is access to a higher grade. It may take place following different procedures:

- normal promotion to a higher grade within the same job group
- promotion to a higher grade or job group following a selection procedure (in a higher job group)

In exceptional cases, it may follow reclassification of a post to another job group.

Remuneration

Basic salary and, where applicable, allowances.

Reserve status (Art. 46 ServRegs)

Reserve status refers to the position of staff who have become supernumerary by reason of a reduction in the number of posts, decided upon by the Administrative Council under the budgetary procedure, and who cannot be assigned to any other post corresponding to their grade within the EPO.

Retirement (Art. 54 ServRegs)

A permanent employee is retired:

- automatically on the last day of the month during which they reach the age of sixty-five
- automatically below the age of sixty-five if they fulfil the conditions for receiving a pension under Chapter III of the Pension Scheme Regulations or Chapter IIa of the New Pension Scheme Regulations (retirement for health reasons)
- at their own request under the conditions stipulated in the Pension Scheme Regulations.

Staff must inform the EPO in writing of the date of commencement of their retirement and their annual leave plans at least six months prior to the requested starting date of retirement.

RFPSS

Reserve Funds for Pensions and Social Security.

Salary adjustment procedure

Salaries and allowances are adjusted each year, in accordance with a method that follows the increase in salaries in the central government of EPO member states and takes into account purchasing power parities for the different places of employment. Since 2020, the adjustment takes effect on 1 January of the following year.

Salary savings plan

The salary savings plan is complementary to the new pension scheme applicable to staff recruited since 1 January 2009. The monthly contribution is invested in accordance with a defined investment strategy. On termination of service, employees receive a lump sum that corresponds to savings accrued through long-term investment. The total compulsory contribution to the plan (EPO and staff) in 2024 amounted to 3.6% of the employee's basic salary, up to a ceiling of twice the salary for grade G1/4 and 32.1% of the part of basic salary exceeding that ceiling. Contributions to the salary savings plan by the EPO and staff are apportioned 2/3 and 1/3 respectively.

Secondment (Art. 45 ServRegs)

The appointing authority may second a permanent employee temporarily, with their agreement, to a private or public body. Secondment is governed by the following rules:

- The secondment decision is taken by the appointing authority with the agreement of the permanent employee concerned.
- The duration of secondment is determined by the appointing authority and may normally not exceed two years.
- At the end of every six months, the permanent employee concerned may request that their secondment be terminated.
- Permanent employees on secondment retain their grade and step.
- When their secondment ends, they are immediately reinstated in a post corresponding to their grade, even if this entails an increase in the staff complement.

ServRegs

Service Regulations for permanent and other employees of the European Patent Office.

Single spine

Linear grading structure with 17 grades (each usually comprising five steps). Six different job groups are scaled along this salary grid.

Sites

The European Patent Office has the following sites: Munich, The Hague, Berlin, Vienna and Brussels.

Social security scheme

The social security schemes of the EPO include healthcare insurance, death insurance, incapacity and long-term care insurance.

Statutory bodies

Term	Legal basis	Description
General Consultative Committee (GCC)	Arts. 2(1)(b) and 38 ServRegs	Joint committee consulted with regard to amendments to the Service Regulations or the Pension Scheme Regulations and to the implementation of proposals regarding the conditions of employment. It can also be consulted on: <ul style="list-style-type: none"> any question of a general nature submitted to it by the President of the Office; any question that the Staff Committee has asked to have examined in accordance with the provisions of Art. 36 ServRegs and that is submitted to it by the President of the Office.
Central Occupational Health, Safety and Ergonomics Committee (COHSEC)	Arts. 2(1)(e) and 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 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 EPO.
Local Occupational Health, Safety and Ergonomics Committee (LOHSEC)	Arts. 2(1)(e) and 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 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	Arts. 2(1)(c) and 98 ServRegs	Joint committee responsible for giving the President a reasoned opinion on disciplinary measures appropriate to the misconduct of a staff member.
Appeals Committee	Arts. 2(1)(d) and 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 EPO.
Home Loans Committee	Regulations for the grant of home loans	Joint committee advising the President on grants for home loans to staff.
Appraisals Committee	Art. 110a ServRegs	Joint committee responsible for reviewing whether an appraisal report was arbitrary or discriminatory.
Joint Committee on Articles 52 and 53	Arts. 2(1)(g), 52, 53, 53a and 53b ServRegs	Joint committee responsible for giving the President a reasoned opinion on measures appropriate to the professional incompetence of a staff member.

SuccessFactors

SuccessFactors is an SAP tool that comprises a suite of modules offering an integrated solution for recruitment, talent management and other HR processes.

Survivor's pension

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

Withdrawal of appeal

Retraction of the entire appeal by the appellant before the final decision is taken.

Working day

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

Young professional

Special category of EPO employees which applies to university graduates appointed to the Pan-European Seal Young Professionals Programme. This category of employees was introduced in 2022 with the aim to provide high-achieving university graduates with an opportunity to gain their first postgraduate work experience in the international, diverse and inclusive environment of the European Patent Office.

9. Basic salary tables in EUR from 1 January 2024

Germany

Basic salary tables in EUR from 1 January 2024

Currency: EUR						
Grade	Step 1	Step 2	Step 3	Step 4	Step 5	Increment
17	19 867.68	20 184.97	20 502.26			317.29
16	18 546.99	18 881.48	19 215.97	19 550.46		334.49
15	17 203.17	17 539.66	17 876.15	18 212.64		336.49
14	15 857.42	16 193.88	16 530.34	16 866.80		336.46
13	14 191.91	14 524.17	14 856.43	15 188.69	15 520.95	332.26
12	12 588.14	12 906.09	13 224.04	13 541.99	13 859.94	317.95
11	11 072.06	11 371.59	11 671.12	11 970.65	12 270.18	299.53
10	9 620.02	9 908.16	10 196.30	10 484.44	10 772.58	288.14
9	8 573.71	8 763.31	8 952.91	9 142.51	9 332.11	189.60
8	7 625.92	7 815.47	8 005.02	8 194.57	8 384.12	189.55
7	6 792.98	6 953.82	7 114.66	7 275.50	7 436.34	160.84
6	6 177.21	6 290.96	6 404.71	6 518.46	6 632.21	113.75
5	5 608.51	5 722.26	5 836.01	5 949.76	6 063.51	113.75
4	5 056.58	5 166.10	5 275.62	5 385.14	5 494.66	109.52
3	4 509.02	4 618.54	4 728.06	4 837.58	4 947.10	109.52
2	3 966.33	4 074.62	4 182.91	4 291.20	4 399.49	108.29
1	3 551.80	3 628.36	3 704.92	3 781.48	3 858.04	76.56

The Netherlands

Basic salary tables in EUR from 1 January 2024

Currency: EUR						
Grade	Step 1	Step 2	Step 3	Step 4	Step 5	increment
17	19 765.98	20 081.65	20 397.32			315.67
16	18 452.05	18 784.82	19 117.59	19 450.36		332.77
15	17 115.10	17 449.87	17 784.64	18 119.41		334.77
14	15 776.25	16 110.99	16 445.73	16 780.47		334.74
13	14 119.25	14 449.81	14 780.37	15 110.93	15 441.49	330.56
12	12 523.69	12 840.02	13 156.35	13 472.68	13 789.01	316.33
11	11 015.38	11 313.37	11 611.36	11 909.35	12 207.34	297.99
10	9 570.76	9 857.42	10 144.08	10 430.74	10 717.40	286.66
9	8 529.82	8 718.44	8 907.06	9 095.68	9 284.30	188.62
8	7 586.89	7 775.48	7 964.07	8 152.66	8 341.25	188.59
7	6 758.20	6 918.21	7 078.22	7 238.23	7 398.24	160.01
6	6 145.59	6 258.75	6 371.91	6 485.07	6 598.23	113.16
5	5 579.78	5 692.94	5 806.10	5 919.26	6 032.42	113.16
4	5 030.69	5 139.66	5 248.63	5 357.60	5 466.57	108.97
3	4 485.94	4 594.91	4 703.88	4 812.85	4 921.82	108.97
2	3 946.03	4 053.75	4 161.47	4 269.19	4 376.91	107.72
1	3 533.62	3 609.78	3 685.94	3 762.10	3 838.26	76.16

Austria

Basic salary tables in EUR from 1 January 2024

Currency: EUR						
Grade	Step 1	Step 2	Step 3	Step 4	Step 5	increment
17	19 357.46	19 666.60	19 975.74			309.14
16	18 070.69	18 396.60	18 722.51	19 048.42		325.91
15	16 761.36	17 089.20	17 417.04	17 744.88		327.84
14	15 450.17	15 777.99	16 105.81	16 433.63		327.82
13	13 827.42	14 151.14	14 474.86	14 798.58	15 122.30	323.72
12	12 264.85	12 574.64	12 884.43	13 194.22	13 504.01	309.79
11	10 787.71	11 079.55	11 371.39	11 663.23	11 955.07	291.84
10	9 372.96	9 653.68	9 934.40	10 215.12	10 495.84	280.72
9	8 353.54	8 538.27	8 723.00	8 907.73	9 092.46	184.73
8	7 430.08	7 614.78	7 799.48	7 984.18	8 168.88	184.70
7	6 618.53	6 775.23	6 931.93	7 088.63	7 245.33	156.70
6	6 018.56	6 129.38	6 240.20	6 351.02	6 461.84	110.82
5	5 464.48	5 575.30	5 686.12	5 796.94	5 907.76	110.82
4	4 926.73	5 033.45	5 140.17	5 246.89	5 353.61	106.72
3	4 393.21	4 499.93	4 606.65	4 713.37	4 820.09	106.72
2	3 864.47	3 969.98	4 075.49	4 181.00	4 286.51	105.51
1	3 460.61	3 535.21	3 609.81	3 684.41	3 759.01	74.60

Belgium

Basic salary tables in EUR from 1 January 2024

Currency: EUR						
Grade	Step 1	Step 2	Step 3	Step 4	Step 5	increment
17	17 259.23	17 534.86	17 810.49			275.63
16	16 111.94	16 402.51	16 693.08	16 983.65		290.57
15	14 944.54	15 236.85	15 529.16	15 821.47		292.31
14	13 775.47	14 067.76	14 360.05	14 652.34		292.29
13	12 328.62	12 617.27	12 905.92	13 194.57	13 483.22	288.65
12	10 935.42	11 211.62	11 487.82	11 764.02	12 040.22	276.20
11	9 618.40	9 878.60	10 138.80	10 399.00	10 659.20	260.20
10	8 356.99	8 607.29	8 857.59	9 107.89	9 358.19	250.30
9	7 448.06	7 612.76	7 777.46	7 942.16	8 106.86	164.70
8	6 624.71	6 789.39	6 954.07	7 118.75	7 283.43	164.68
7	5 901.11	6 040.84	6 180.57	6 320.30	6 460.03	139.73
6	5 366.19	5 465.00	5 563.81	5 662.62	5 761.43	98.81
5	4 872.16	4 970.97	5 069.78	5 168.59	5 267.40	98.81
4	4 392.70	4 487.86	4 583.02	4 678.18	4 773.34	95.16
3	3 917.02	4 012.18	4 107.34	4 202.50	4 297.66	95.16
2	3 445.58	3 539.64	3 633.70	3 727.76	3 821.82	94.06
1	3 085.49	3 151.99	3 218.49	3 284.99	3 351.49	66.50