Replacement of the Internal Tax Certificate for Associated Members of the Personnel without a statutory entitlement for a monthly subsistence as of 2020

Frequently-Asked Questions

Latest update: March 5th 2019

Following contact with the tax authorities, a new approach to the annual internal tax certificates will be introduced as of 2020, i.e. in respect of the tax year 2019. In order to accompany the Members of Personnel concerned by this change, and awaiting for the official procedure to be altered in the admin. e-guide, this FAQ will be updated regularly during the course of 2019.

A. Who is impacted?
   Anyone who had the status of User, Cooperation Associate, Guest Professor or Visiting Scientist during 2019, unless they have a statutory entitlement to a monthly subsistence allowance as specified in their contract of association with CERN (i.e. unless they receive a monthly pay statement from the Service Personnel Accounting).

   Staff members, Fellows, Doctoral Students, Technical Students, Project Associates, Scientific Associates, Corresponding Associates, Trainees and other Associated Members of the Personnel with a statutory entitlement to a monthly subsistence are not concerned by the change.

B. What is the change?
   User, Cooperation Associate, Guest Professor or Visiting Scientist who do receive a subsistence allowance in 2019, will no longer receive an annual internal tax certificate as of 2020. However, they will automatically receive a statement showing the payments processed by CERN for the previous year.

   User, Cooperation Associate, Guest Professor or Visiting Scientist who do not receive any subsistence allowances during 2019, will no longer receive an annual internal tax certificate as of 2020. However, they can request a statement of earnings from the Organization showing 0 (zero).

C. Why this change?
   This change is being implemented to ensure the tax certificates issued by CERN properly reflect the Organization’s internal tax situation and do not lead to misunderstandings. The change was prompted by various contacts with the tax authorities, as well as a recommendation from CERN’s
internal audit. The implementation plan was communicated to the ACCU committee on 4 December 2018.

D. I have received subsistence allowance in 2018. How do I complete my tax declaration in France or Switzerland?
For the declaration for 2018, due in 2019, no change is required. The current procedure of the admin. e-guide is applicable.

E. I have received/will receive subsistence allowance in 2019. How will I complete my tax declaration in France or Switzerland?
From the declaration of 2019, due in 2020, clarification is expected from the French and Swiss tax offices and the admin e-guide will be updated accordingly. No actions are required for now.

F. Does this mean I will pay taxes on my subsistence?
CERN cannot answer this question, as it depends on each person’s situation and the fiscal legislation applicable to the person concerned. In this regard, each member of personnel is responsible for their own tax situation.

G. How to get more information?
The admin e-guide will be updated during 2019 to provide information on the new processes.

This FAQ will be updated as questions are raised, or answers are received (e.g. from tax authorities). Questions can be sent to Internal-Tax.Service@cern.ch, and will be used for the purpose of updating this FAQ.
H. What is the implementation timeline?

31.08.2017:
Issuance of memo FAP/FS/2017/127/gc, stipulating that the Annual internal taxation certificate for MPAs who are *de facto* not subject to internal taxation shall be appropriately replaced by a simpler certificate stating only the subsistence and benefits received by the Associated Member of Personnel during the year, and no longer be understood as an internal taxation certificate. The information is published in the admin e-guide and distributed through the Users' office and the EP management.

03/2018:
Launch of working group between FAP and Legal Service.

04/12/2018:
Presentation of the Internal Taxation Certificate change to the ACCU meeting https://indico.cern.ch/event/691444/, and announcement of the change as of 2020.

11/02/2019:
The 2018 Internal Taxation Certificate is sent to all Members of the Personnel, with a dedicated communication to the MPAs susceptible of a change.

Communication of an internal FAQ to all services that might receive direct questions from Users.

26/02/2019:
Organisation of a public meeting for Taxation in France, with experts of the Bellegarde-sur-Valserine tax office.

05/03/2019:
First release of the public FAQ.