

As described in the accounting policy 1 S2, under the scope of the salary increases recorded in October 2019, with retroactive effect since 1 January 2018, agreed between the Bank and the Unions, the Group recorded the impact of Euros 4,011,000 (of which Euros 1,657,000 refer to retroactive payments of 2018) in Personnel costs.

In 2019, the balance Other staff costs includes severance payments in the amount of Euros 9,737,000 (2018: Euros 9,115,000), of which the highest amounts to Euros 1,313,000 (2018: Euros 500,000).

The average number of employees by professional category, at service in the Group, is analysed as follows by category:

	2019	2018
Portugal		
Top Management	996	992
Intermediary Management	1,644	1,653
Specific/Technical functions	3,008	2,940
Other functions	1,608	1,556
	7,256	7,141
Abroad	10,272	8,630
	17,528	15,771

8. Other administrative costs

The amount of this account is comprised of:

	(Thousands of euros)	
	2019	2018
Water, electricity and fuel	16,543	15,442
Credit cards and mortgage	7,650	7,732
Communications	26,144	23,114
Maintenance and related services	20,659	16,042
Legal expenses	5,260	6,379
Travel, hotel and representation costs	9,947	9,424
Advisory services	31,338	13,170
Training costs	2,787	2,590
Information technology services	53,609	36,996
Consumables	5,543	4,759
Outsourcing and independent labour	76,980	77,070
Advertising	31,092	27,565
Rents and leases	23,170	73,446
Insurance	3,811	3,766
Transportation	9,921	10,157
Other specialised services	29,083	29,372
Other supplies and services	22,918	19,652
	376,455	376,676

The balance Rents and leases includes, in 2019, the amount of Euros 4,551,000 related to short-term lease contracts and the amount of Euros 2,118,000 related to lease contracts of low value assets, as described in the accounting policy 1 H and note 59. In 2018, the balance Rents and lease included the amount of Euros 70,705,000 related to rents paid regarding buildings used by the Group as lessee, as described in accounting policy 1I.

Until 31 December 2018, in accordance with accounting policy 11, the Group had various operating leases for properties and vehicles, under IAS 17. The payments under these leases were recognised in the profit and loss during the life of the contract. As at 31 December 2018, the minimum future payments relating to operating leases not revocable, by maturity, are as follows:

(Thousands of euros)			
	2018		
	Properties	Vehicles	Total
Until 1 year	75,777	147	75,924
1 to 5 years	142,365	118	142,483
Over 5 years	41,406	-	41,406
	259,548	265	259,813

The item Other specialised services includes fees for services rendered by the Statutory Auditor of the Group, currently in functions, and by companies in its network as part of its statutory audit functions, as well as other services, is analysed as follows:

(Thousands of euros)		
	2019	2018
Auditing services		
Legal certification	3,207	2,246
Other assurance services	1,253	1,604
Other services	244	416
	4,704	4,266

9. Amortisations and depreciations

The amount of this account is comprised of:

(Thousands of euros)		
	2019	2018
Amortisations of intangible assets (note 29):		
Software	21,525	13,307
Other intangible assets	2,076	1,619
	23,601	14,926
Depreciations of other tangible assets (note 28):		
Properties	17,859	18,321
Equipment		
Computers	15,441	11,149
Security equipment	1,191	1,453
Installations	2,641	2,394
Machinery	948	648
Furniture	2,609	2,235
Motor vehicles	5,178	4,649
Other equipment	1,720	1,970
Right-of-use		
Real estate	53,236	-
Vehicles and equipment	361	-
	101,184	42,819
	124,785	57,745