

Territorial Cooperation Programme, ESPON 2013
CCI 2007CB163PO022

SECTION	DESCRIPTION
<p>1. General</p> <p>1.1. Information submitted by:</p> <ul style="list-style-type: none"> • Member State • The main contact point <ul style="list-style-type: none"> ○ Name of the institution ○ Responsible unit ○ Address ○ Telephone, fax ○ E-mail address ○ Title (Mr/Mrs) ○ Name and Surname ○ Position within the unit 	<p>ITALY</p> <p>MINISTRY FOR INFRASTRUCTURE AND TRANSPORT DIRECTORATE GENERAL FOR PROGRAMMING DIVISION 5 - OBSERVATORY OF TERRITORIAL CHANGES AND EUROPEAN PROGRAMMES AND PROJECTS ON SPATIAL AND URBAN DEVELOPMENT Via NOMENTANA, 2 +39.06.4412.6112 loredana.campagna@infrastruttura.gov.it Mrs LOREDANA CAMPAGNA HEAD OF DIVISION December 4th, 2008</p>
<p>1.2. The information provided describes the situation on :</p>	

<p>2. System Structure</p>	<p>Starting from a centralised control system, we operate by delegation given by our certifying body to specific persons/structures at project level. Therefore, we opt for a decentralized control system.</p> <p>The control is made by a candidate proposed by the lead or project partner and approved by the central approbation body.</p>
<p>What kind of system did you opt for?</p>	<p>- a <u>centralized control system</u>: a control body appointed at central level to carry out the control for all beneficiaries on the territory (please continue with question 2.1)</p> <p>or</p> <p>- a <u>decentralized control system</u>: the beneficiaries proposes a controller who is authorized by a central MS body or selects a controller from a short list provided by the MS (please continue with question 2.2)?</p>

2.1 Centralised Control System

Please describe the system.

Please indicate if the control is carried out by civil servants or by an external audit firm appointed for this specific mission. In case of an external audit firm, please explain how it was/will be appointed.

Contact details of the controller

Please provide the contact details of the designated body who will undertake the controls.

Control Body 1

- Name of the institution
- Responsible unit
- Address
- Telephone, fax
- E-mail address
- Title (Mr/Mrs)
- Name and Surname
- Position within the unit

Contact details supervisory body

In case of an external controller, please specify the body fulfilling the supervisory duties and the contracting.

Supervisory Body 1

Name of body,

- Name of the institution
- Responsible unit
- Address
- Telephone, fax
- E-mail address
- Title (Mr/Mrs)
- Name and Surname
- Position within the unit

Controller's qualification

Which minimum requirements (degrees, work experience, national qualifications, and/or registration in professional organisations) does the controller under the centralized system described above shall fulfill?

2.2 Decentralized Control System

Please describe the system.

- Will the beneficiary select a controller from a list of several public and/or private control bodies established on MS level beforehand

Or

- will the beneficiary propose an independent controller (internal or external), who is then authorized at central level before the first expenditure is reported and confirmed (please also refer to the guidance note established by the CU attached)?

In both cases, please explain the procedure for establishing the shortlist or authorizing the controller.

If appropriate, please give also examples of types of possible control bodies.

In case of use of shortlist of controllers, please provide the list (if not available yet, please indicate date of publication of shortlist).

Controllers' qualification:

Please explain the minimum requirements for a controller to act as Project partner/Lead partner controller (e.g. degrees, work experience, national qualifications, and/or registration in professional organisations).

For the approbation/selection of controllers at central level, we suggest using the checklist provided in Annex 4 of the guidance note. Please confirm the use of this document or explain what kind of other document(s) (which has to be at least equivalent) you will use instead. Copy of the equivalent documents should be provided to the

The controller will be authorized before certification of expenditure.

The lead/project partner will propose a candidate, evaluated by the central approbation body according to the characteristics of autonomy, independence and neutrality and with good financial and legal knowledge and experience.

The beneficiary sends to the control body a format with the following information:

- name of the project partner;
- number of the ESPON programme project;
- number of the progress report;
- period of progress report;
- detailed name of the institution;
- name of the authorised representative;
- signature and stamp;
- the name of the national control authority;
- place and date;
- signature and stamp of controller.

The minimum requirement for a controller are:

- economics or law degree;
- working experience (3 years);
- registration in professional organisations in case of freelance or, in alternative: to be employed in private or public institutions.

If the controller is a freelance, he must belong to an appropriate professional order (for example, certified public account); if the controller is private, he works within qualified company; if the controller is a public officer, the public institution is itself a sufficient guarantee.

One of the requirements for the approval is the independence from the management trust (lead or project partner). It has happened that controllers had to deepen their knowledge about European Structural Funds.

The controller needs to have a good knowledge of the English language.

We confirm that for the approval of the controllers we will use the check list of annex 4.

<p>ESPON Coordination Unit.</p> <p>Contact details of the central approbation body Please indicate the contact details of the central body in charge of establishing the shortlist of selected control bodies or the body in charge of authorizing the controller proposed by a project partner.</p>	<p>Central Approbation Body</p> <ul style="list-style-type: none"> <input type="radio"/> Name of the institution MINISTRY FOR INFRASTRUCTURE AND TRANSPORT <input type="radio"/> DIRECTORATE GENERAL FOR PROGRAMMING <input type="radio"/> Address via Nomentana n. 2 <input type="radio"/> Telephone, fax +39.06.4412.2490 <input type="radio"/> E-mail address massimo.boldrini@infrastruttura.gov.it <input type="radio"/> Title (Mr/Mrs) Mr. <input type="radio"/> Name and Surname Massimo Boldrini <input type="radio"/> Position within the unit: officer
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<p>4. Separation of Functions</p> <p>Please explain how your Member State will ensure a clear separation of functions between the different bodies having responsibilities for the management and control of project(s) and/or the programme. If appropriate, please provide an organisation chart to document the separation of functions between the bodies or units in charge of</p> <ul style="list-style-type: none"> - project activities and finances - the verification of the project expenditure and delivery of the products and services (so-called "first level control" according to Article 16 of Regulation 1080/2006) - the sample checks on operations (the so-called "second level audit" according to Article 14 (2) of Regulation 1080/2006 and Article 62 of Regulation 1083/2006) - and project approval/Monitoring Committee representation (according to Article 63 of Regulation 1083/2006)? 	<p>These functions are separated into different divisions of the same Directorate General. Loredana Campagna, representative within the Monitoring Committee, belongs to Division 5 (*). Massimo Boldrini (Central Approbation Body) belongs to Division 7 (*). Danilo Scerbo and Fabrizio Vitale (representatives of GoA) belong to Division 4 (*).</p> <p>(*) All these units are at the moment under re-organisation. The new structure will be communicated as soon as possible.</p>
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<p>5. First Level Control Delays</p> <p>How do you ensure that the first level control is carried out within 2 months after receipt of the documents?</p> <p>Three months are requested by the regulation</p>	<p>We are going to fulfil this deadline and we are going to ensure the respect of this rule in the programming period 2007 - 2013.</p>
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1080/2006, but the Lead Partner will also need two months after reception of the certification from the Project Partners to establish its own certification. This will allow the project to present a reimbursement claim four months after the completion of the six months reporting period)?

<p>6. Quality Assurance/Guidance to FLC bodies</p> <p>The programme will establish</p> <ul style="list-style-type: none"> - ESPON control guidelines - a template for a FLC checklist - a template for a FLC report. - A control certificate inside the progress report to be signed by the FLC. <p>The use of these standardized documents will be obligatory.</p> <p>Have you provided any additional guidance to the body/bodies in charge of first level control to ensure sound financial control (such as written guidelines, training)</p> <p>If yes please provide</p> <ul style="list-style-type: none"> - the reference - the date - related documentation (if applicable). <p>Copies of the additional guidance documents should be provided to the ESPON Coordination Unit as soon as they will become available.</p> <p>Please describe how you will ensure that the guidance is followed and the requirements resulting Article 60 b) of Regulation (EC) No 1083/2006 and from the ESPON 2013 control guidelines and ESPON 2013 control certificate are respected.</p>	<p>First level controllers will be made aware of the Programme requirements and of the Programme templates for the first level controllers. No additional guidance is going to be provided by our Institution to first level controllers for the moment being. First level controllers will have to ensure sound controls in compliance with the national legislation.</p> <p>The central approbation body will make sure that the appointed first level controllers perform their controls in compliance with art. 60 b). This will be clearly communicated to the first level controllers.</p>
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7. Control Cost
 Who will pay for the control? Will it be provided for free (by the MS) or will the cost be borne by the Lead/Project partner and thus reported as eligible cost within the project?
 If the control cost is borne by the beneficiary and to be reported as eligible project cost, please provide details on how the cost is calculated, what is the basis for the payment (e.g. service contract) and to whom it has to be paid.

The control cost is provided by the lead/project partner and then reported as eligible cost within the project. If carried out by a public administration, it is provided without additional cost. This cost depends on service contract, and it has to be paid by the lead/project partner.

Name, Title + Organisation of Signatory for the MS
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MINISTRY FOR INFRASTRUCTURE AND TRANSPORT
DIRECTORATE GENERAL FOR PROGRAMMING
HEAD OF DIVISION 5 - OBSERVATORY OF TERRITORIAL CHANGES AND EUROPEAN PROGRAMMES AND PROJECTS ON SPATIAL AND URBAN DEVELOPMENT

Place, Date and Stamp
 ROMA, 04 DIC. 2008



