



South East Europe (SEE)

**Information on the Control Systems
in the Member States of the SEE Programme**

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European Territorial Co-operation 2007 – 2013



CONTENTS

Overview of the control systems in the SEE Member States 3

The procedure for control in the SEE Programme 3

Austria 4

Bulgaria 5

Greece 6

Hungary 6

Italy 8

Romania 9

Slovakia 10

Slovenia 11

Overview of the control systems in the SEE Member States

According to Article 16 of Regulation (EC) No. 1080/2006 (*“ERDF-Regulation”*), each Member State shall set up a control system to validate the expenditure at national level (*“first level control system”*). For this purpose each Member State shall designate the **Controller** responsible for verifying the legality and regularity of the expenditure declared by each project partner participating in the project.

The control system is centralised in five Member States of the SEE Programme, including Greece, Hungary, Romania, Slovakia and Slovenia, and a decentralised control system is set up by Austria, Bulgaria and Italy.

The control costs are financed by national public sources in case of centralised control systems, therefore the verification of expenditure is ensured free for the project partners coming from Member States with a centralised system. In case of the decentralised systems, the control costs are planned to be paid by the project partners from their project budget.

The procedure for control in the SEE Programme

1. Each Project Partner as well as the Lead Partner has to submit its expenditure relevant for a reporting period for validation to the designated Controller in its Member State. **Each project partner – including the Lead Partner – is responsible separately for having its expenditure validated by the designated Controller in its Member State.**
2. The **Controller verifies the expenditure** submitted by the Project Partner on the basis of the invoices or accounting documents of equivalent probative value, verifies the delivery of the products and services co-financed, the soundness of the expenditure declared, and the compliance of such expenditure with Community rules and relevant national rules. After verification, the Controller **issues the Declaration on validation of expenditure** (*“first level control certificate”*) to the Project Partner.
3. Each project partner has to submit the declaration on validation of expenditure to the Lead partner.
4. **The Lead Partner is responsible to verify that the expenditure of its Project Partners is validated by the designated Controllers for the SEE Programme.** The Lead Partners are not requested to appoint a controller for checking the expenditure declared by the project partners, thus the Controller of the Lead Partner is responsible **only** for the validation of the Lead Partner’s expenditure.
5. The Lead Partner has to submit an **Application for Reimbursement** (*“payment claim”*) to the Joint Technical Secretariat supported by the original declarations on validation of expenditure of its Project Partners **within a period of three months from the end of each reporting period.**

Austria

Designated controller:	Austrian Federal Chancellery Division IV/4 (Coordination – Spatial Planning and Regional Policy)
Address:	Ballhausplatz 2. 1014 Vienna, Austria
Contact person:	Mrs. Luise Fasching
Phone:	+43 1 53115 2910
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E-mail:	luise.fasching@bka.gv.at

Description of the control system:

Austria has set up a **decentralised control system**, where the Austrian Federal Chancellery is designated as “coordinating control body”.

According to the Austrian laws, only public authorities can validate expenditure. Depending on the Beneficiary, the control tasks will be carried out:

1. by an appropriate body of the responsible federal ministry, if bodies within the authority or on behalf of the Republic of Austria participate in the programme as beneficiaries; or by an appropriate body of the responsible Land, if bodies within the authority or on behalf of a Land participate in the programme as beneficiaries;

if the respective beneficiary also receives subsidies from federal or Länder funds, the control of the operation is carried out by the respective funding body responsible for the national funds. If the beneficiary receives aid for the operation from several federal or Länder bodies, the control is carried out by that federal or Land body which contributes the largest share of the national aid – unless decided differently by the participating funding bodies and laid down in writing in the co-financing contract;

2. by the coordinating control body for all other beneficiaries.

On operative level, these control bodies can be supported by external private companies, but the liability for the correctness of the control and issuing the declaration on validation of expenditure remains at the public control body.

The list of public control bodies authorised to validate expenditure is available at the Austrian Federal Chancellery.

Control costs may be invoiced at the expense of the beneficiary, which will be eligible expenditure for the project concerned.

Bulgaria

Designated controller:	Ministry of Regional Development and Public Works Directorate General "Programming of Regional Development"
Address:	17-19 "Sv. Sv. Kiril i Metodi" St. Sofia - 1202, Bulgaria
Contact person:	Ms. Dimana Sadonkova
Phone:	+359 2 9405262
Fax:	+359 2 9877450
E-mail:	dsadonkova@mrrb.government.bg

Description of the control system:

The control system in Bulgaria is **decentralised**. The "coordinating control body" is the Ministry of Regional Development and Public Works, Directorate General "Programming of Regional Development". Control is carried out by a controller included in a shortlist of controllers established at national level and approved by the Minister of Regional Development and Public Works. Each Bulgarian project partner has to sign a contract for validation of expenditure with a controller from that list.

Control costs charged to the Bulgarian Lead/Project partners will be eligible expenditure for the project concerned.

Full list of the approved controllers for all territorial cooperation programmes is available at the website of the Directorate General "Programming of Regional Development": www.bgregio.eu.

The procedure of nomination and designation of controllers and a sample contract between the Bulgarian Project Partner and the controller is available at <http://www.bgregio.eu/Content.aspx?menu=right&pid=44>.

For further information on the control system in Bulgaria, the SEE Contact Points can be also contacted:

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Greece

Designated controller:	Ministry of Economy and Finance, General Secretariat of Investment and Development (<i>Single Paying Authority</i>) First Level Control Unit
Address:	11 Navarchou Nikodimou, 10558 Athens, Greece
Contact person:	Dimitrios Sousounis
Phone:	+30 213 1500400
Fax:	+30 2131500413
E-mail:	spa@m nec.gr

Description of the control system:

The control system in Greece is a **centralised** control system, the First level control Unit of the Single Paying Authority bears all responsibility for the controls carried out for all project partners in Greece.

The control costs of the central control body will be financed by the Member State.

Hungary

Designated controller:	VÁTI Hungarian Nonprofit Limited Liability Company for Regional Development and Town Planning
Responsible Unit	Central Control Unit
Address:	Gellérthegy utca 30-32. 1016 Budapest, Hungary
Contact person:	Mrs. Márta Gordos, Director
Phone:	+36 1 224 3210
Fax:	+36 1 224 3291
E-mail:	mgordos@vati.hu

Description of the control system:

Hungary has set up a **centralised control system**. The verification of expenditures will be carried out by the Central Control Unit of 'VÁTI Hungarian Public Nonprofit Company for Regional Development and Town Planning' (VÁTI). The declarations on validation of expenditures will be issued by VÁTI.

Control activities provided by VÁTI will be free for the Hungarian Lead/project partners.

Italy

Designated controller:	Ministero dello Sviluppo Economico Dipartimento per le Politiche di Sviluppo e di Coesione Dir. Generale per le Politiche dei Fondi Strutturali Comunitari
Address:	Via Sicilia, 162/C 00187 Roma, Italy
Contact person:	Sabina De Luca, dirigente generale
Phone:	+39 06 47619952
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Description of the control system:

Italy set up a **decentralised control system** for the Programme with the following two options:

1. for Italian beneficiaries with the *legal status of public body*, control activities provided for in art. 16 of Reg. (EC) 1080/2006 of the operations or parts of operations carried out by them can be *entrusted to internal control offices*, provided that the separation of functions with the offices responsible for implementing the operations is ensured.
2. each *private Beneficiary (or the public ones not choosing the previous option)* in accordance with Community and National Law, in order to carry out verification activities under art. 16 (EC) Reg. 1080/2006 for operations or part of operations implemented by himself/herself, *appoints bodies* having specific requirements in terms of professionalism, honourability and independence, registered from at least three years, in the Register of Economist and Accounting Experts or in the Auditors Register as provided for in the Legislative Decree 27th of January 1992, n. 88.

The responsibility of the selection of the controller is given to the Beneficiaries, but a “coordinating control body” chaired by the Ministry of Economic Development (Committee composed of representatives of the Ministry of Economy and Finance and the Ministry of Economic Development and the Regions) will validate the selection of the independent controllers made by the Beneficiaries.

Romania

Designated controller:	Ministry of Regional Development and Housing (MRDH), Directorate General of Territorial Activity Coordination – First Level Control Department
Address:	17 Apolodor Street Bucharest, Romania
Contact person:	Marieta Enache
Phone:	+40 372 111 565
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E-mail:	marieta.enache@mdlpl.ro

Description of the control system:

In Romania the control system is **centralized**. The control system is ensured by the **Ministry of Development, Public Works and Housing** through the **Directorate General of Territorial Activity Coordination/ First Level Control Department** with controllers in 8 Territorial Units. The Territorial Units are located in each development region of Romania: North-East (Piatra Neamț) Territorial Unit; South-East (Brăila) Territorial Unit; South-Muntenia (Calarasi) Territorial Unit; Sud-Vest Oltenia (Craiova) Territorial Unit; West (Timisoara) Territorial Unit; North-West (Cluj-Napoca) Territorial Unit; Center (Alba Iulia) Territorial Unit; and Bucharest-Ilfov Territorial Unit. The activity of the Territorial Units will be coordinated by the first level controllers' coordinator within the Ministry of Regional Development and Housing (MRDH), Directorate General of Territorial Activity Coordination – First Level Control Department.

Control activities will be free of charge for the Romanian Lead/project partners.

Slovakia

Designated controller:	Ministry of Environment of the Slovak Republic
Responsible Unit	Department of Project Implementation
Address:	Námestie Ľ. Štúra 1 12 35 Bratislava, Slovak Republic
Contact person:	Ing. Roman Čajka
Phone:	+421 2 5998 0702
Fax:	+421 2 5477 6207
E-mail:	cajka.roman@enviro.gov.sk
Responsible Unit	Department of Project Financing and Payments
Contact person:	Ing. Adriana Neuhausová
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E-mail:	neuhausova.adriana@enviro.gov.sk

Description of the control system:

The control system is **centralised** in Slovakia. The control activities will be carried out by the Ministry of Environment of the Slovak Republic. Two departments of the Ministry are involved in the verification of expenditure: Department of Project Implementation and Department of Project Financing and Payments. The Slovak lead/project partners have to submit their reports for verification to the Department of Project Implementation which will issue the declaration on validation of expenditure.

The control activities provided by the Ministry are free of charge for the Slovak Lead/Project partners.

Slovenia

Designated controller:	Ministry of the Environment and Spatial Planning Financial Budgetary Service, Payment Control Sector
Address:	Dunajska 47, 1000 Ljubljana, Slovenia
Contact person:	Ms. Tatjana Perko
Phone:	+386 1 478 71 90
Fax:	+368 1 478 72 47
E-mail:	tatjana.perko@gov.si

Description of the control system:

The Slovene control system is **centralised**. The control activity is carried out at national level by a public administrative body – Ministry of the Environment and Spatial Planning, which is the Slovenian national authority for the transnational programmes.

The control tasks provided by the Ministry are free of charge for all Slovenian project partners and lead partners.