

Interreg - IPA CBC Greece - Albania

IPA CROSS-BORDER PROGRAMME GREECE – ALBANIA

2014-2020

CCI 2014TC16I5CB010

DESCRIPTION OF THE MANAGEMENT AND CONTROL SYSTEM

2017

INTRODUCTION

The Management and Control System (MSC) of the IPA II “Greece-Albania” 2014-2020 Cross Border Cooperation Programme has been designed and implemented by the Managing Authority of the Programme in cooperation with the competent Programme and National Authorities. It has been based, to some extent, on the MCS of the CBC “Greece–Albania” Programme of the previous programming period (2017-2013) and it has taken into account the requirements of the EU Regulations of the new programming period (2014-2020), concerning cooperation programmes between Member States and EU Candidate countries under shared management.

The present description of the **Management and Control System** (hereinafter MCS) provides detailed information on the principles, rules and procedures which govern the implementation of the IPA II CBC “Greece–Albania” Programme (hereinafter, Programme) both at Programme and project level.

The Description of the Management and Control System provides for:

- ❖ a description of the functions of each body involved in management and control, and the allocation of functions within each body;
- ❖ compliance with the principle of separation of functions between and within such bodies;
- ❖ procedures for ensuring the correctness and regularity of expenditure declared;
- ❖ computerized systems for accounting, for the storage and transmission of financial data and data on indicators, for monitoring and for reporting;
- ❖ arrangements for auditing the functioning of the management and control system;
- ❖ systems and procedures to ensure an adequate audit trail;
- ❖ the prevention, detection and correction of irregularities, including fraud, and the recovery of amounts unduly paid, together with any interest on late payments.

The Description of the MCS, accompanied by fourteen (14) Annexes, contains templates, lists, guidelines and all required information. Overall the description MCS maybe reviewed in case of major changes suggested by the competent Programme and National authorities.

Legal Framework

The Management and Control System is developed in accordance, with:

- Regulation (EU) 231/214 of the European Parliament and of the Council of 11 March 2014 establishing an Instrument for Pre-accession Assistance (IPA II),
- Regulation (EU) 236/214 of the European Parliament and of the Council of 11 March 2014 laying down common rules and procedures for the implementation of the Union's instruments for financing external action,
- Commission Implementing Regulation (EU) 447/2014 on specific rules for Implementing Regulation 231/2014 on IPA II,
- Regulation (EU) 1299/2013 of the European Parliament and of the Council of 17 December 2013 on specific provisions for the support from the European Regional Development Fund (ERDF) to the European territorial cooperation goal
- Regulation (EU) 1303/2013 of the European Parliament and of the Council of 17 December 2013 laying down common provisions on the European Regional Development Fund, the European Social Fund, the Cohesion Fund, the European Agricultural Fund for Rural Development and the European Maritime and Fisheries Fund and laying down general provisions on the European Regional Development Fund, the European Social Fund, the Cohesion Fund and the European Maritime and Fisheries Fund and repealing Council Regulation (EC) No 1083/2006 and
- the Commission Implementing Decision C(2015) 5482 final of 30th July 2015 on the approval of the the Interreg IPA CBC Programme “Greece – Albania” 2014-2020

Abbreviations

AA	Audit Authority
CA	Certifying Authority
CP	Co-operation Programme
TP	Thematic Priority
CBIP	Cross Border Info Point
IPA II	IPA II Instrument for Pre Accession II
ETC	European Territorial Cooperation
EU	European Union
FLC	First Level Control
GoA	Group of Auditors
ICT	Information and Communication Technology
JMC	Joint Monitoring Committee
JS	Joint Secretariat
LP	Lead Beneficiary (Lead Partner)
MA	Managing Authority
MCS	Management and Control System
MIS	Monitoring Information System
NA	National Authority of the IPA Beneficiary Country
PP	Project Partner (beneficiary)

Glossary

A wide range of terms that may create problems in understanding the documents are listed below. Even if not covering them all, a general glossary of the most common terms used when dealing with financial control matters is herewith presented:

IPA	Instrument for Pre-Accession Assistance, as established by Regulation 231/2014 (IPA II) and further specified by Regulation 447/2014 on the rules for implementing IPA II.
Cooperation Programme (CP)	Document submitted by the Managing Authority and adopted by the Commission, setting out a development cooperation strategy between Greece and Albania with a coherent set of priorities, to be carried out with the aid of IPA II.
IPA Beneficiary country	Albania as an EU candidate country using IPA funds, as listed in Annex I of Regulation 231/2014.
Financing Agreement	A Multiannual Agreement on the rules for implementation of the cross-border cooperation programme, concluded between the IPA beneficiary country, the Commission (DG Regio) and Greece as the Member State hosting the managing authority.
Shared Management	Method of implementation of the EU budget where certain implementation tasks are delegated by the European Commission to the Member States.
Joint Monitoring Committee (JMC)	A Joint Committee set up by the participating countries in order to monitor the implementation of the Programme in agreement with the Managing Authority.
Joint Steering Committee (JSC)	According to article 39 of the Commission Regulation 447/2014, the JMC may set up a Joint Steering Committee acting under its responsibility for the selection of operations.
Single Managing Authority (MA)	The Body designated by the Participating Countries for managing the Cooperation Programme, in accordance with the principle of sound financial management, carrying out the functions set out in Article 72 and 125 of Regulation 1303/2013 and article 23 of Regulation 1299/2013 and article 37 (1) of Regulation 447/2014.
Joint Secretariat (JS)	The Body set up by the Managing Authority after

	a consultation with the IPA Beneficiary Country in accordance with art. 23 of Regulation 1299/2013.
Single Audit Authority (AA)	The Body designated by the Participating Countries, functionally independent by the MA and CA, to ensure that audits are carried out on the proper functioning of the MCS of the Programme and on appropriate sample of operations on the basis of the declared expenditure. In this context, the AA shall be responsible for carrying out the functions envisaged in articles 25 of Regulation 1299/2013 and 127 of Regulation 1303/2013 and article 37 (3) of Regulation 447/2014 and will be assisted by a Group of Auditors (GoA) comprised by a representative from each partner state in the CP.
Single Certifying Authority (CA)	The Body, designated by the Participating Countries for certifying statements of expenditure and applications for payment before being sent to the Commission. In this context, the CA shall carry out the functions envisaged in article 127, of Reg. 1303/2013, article 37 (2) of Reg. 447/2014 and article 25 of Reg. 1299/2013.
Controllers	Bodies or persons responsible for verifying the legality and regularity of the expenditure declared by each beneficiary participating in a project financed by the Programme, according to Article 23 (4) of Reg. 1299/2013 and Article 125 (4) of Reg. 1303/2013.
National Authority (NA)	The public body responsible for Programme coordination in the IPA beneficiary country.
Management Information System	The system for recording and storing, in computerised form, data on each operation necessary for monitoring evaluation, financial management, verification and audit, including data on individual participants in operations where applicable, according to article 125 (2d) of the Regulation 1303/2013.
EU contribution	The Union co-financing rate attributed to the Programme, according to article 28 (2) of the Regulation 447/2014.
EU 2020	A 10-year strategy proposed by the European Commission setting out the Agenda for Smart, Sustainable, and Inclusive Growth.
National Co-financing	The National co-financing rate attributed to the Programme, by the Participating Countries either provided by the State budget or as Own

	Contribution by the Project Beneficiaries.
Operation	A project selected by the JMC to contribute to the objectives of the programme, according to article 26 (1a) of the Regulation 447/2014. It is also noticed that the term “project”, which can often be encountered refers to the term “operation”.
Beneficiary	A public or private body responsible for initiating and implementing operations under the Programme.
Lead Beneficiary	The Beneficiary designated by all Beneficiaries involved in an operation regarding the Programme to take up the tasks described in article 40 (2 and 3) of the Regulation 447/2014 and article 13 (2) of the Regulation 1299/2013.
Irregularity	means any breach of Union law, or of national law relating to its application, resulting from an act or omission by an economic operator involved in the implementation of the IPA Funds, which has, or would have, the effect of prejudicing the budget of the Union by charging an unjustified item of expenditure to the budget of the Union.
Financial Correction	The cancellation of the entire or part of the Public contribution to an operation or the Programme, in connection with individual or systemic irregularities detected in operations or the Programme respectively.