

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>Belgium, Walloon Region</p> <p>General Directorate for Physical Planning, Housing, Heritage and Energy (DGATLPE, Direction générale de l'Aménagement du Territoire, du logement, du patrimoine et de l'Energie), Public Service of the Walloon Region</p> <p>The General Directorate</p> <p>Rue des Brigades d'Irlande, 1 5100 Namur</p> <p>tel : +32 81332540 fax : +32 81332513</p> <p>luc.marechal@spw.wallonie.be</p> <p>Mr</p> <p>Luc MARECHAL</p> <p>Directeur général f.f.</p> <p>15/06/2009</p>
<p>1.2. The information provided describes the situation on :</p> <p>2. System Structure</p> <p>What kind of system did you opt for?</p> <ul style="list-style-type: none"> - 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>or</p> <ul style="list-style-type: none"> - 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>A centralized control system</p>

2.1 Centralised Control System	
<p><u>Please describe the system.</u> 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.</p>	<p>The control will be carried out by a civil servant of the Walloon Region (DGATLPE) from the « Direction fonctionnelle et d'appui »</p>
<p><u>Contact details of the controller</u> Please provide the contact details of the designated body who will undertake the controls.</p>	<p><u>Control Body 1</u></p> <ul style="list-style-type: none"> o Name of the institution : Public Service of the Walloon Region, DGATLPE o Responsible unit : Direction fonctionnelle et d'appui o Address Rue des Brigades d'Irlandes, 1, 5100 Namur o Telephone : +32 81332150 fax : +32 812442 o E-mail address : michele.ledent@spw.wallonie.be o Title (Mr/Mrs) Mrs o Name and Surname Michèle LEDENT o Position within the unit : Director f.f.
<p><u>Contact details supervisory body</u> In case of an external controller, please specify the body fulfilling the supervisory duties and the contracting.</p>	<p><u>Supervisory Body 1</u></p> <p>Name of body,</p> <ul style="list-style-type: none"> o Name of the institution o Responsible unit o Address o Telephone, fax o E-mail address o Title (Mr/Mrs) o Name and Surname o Position within the unit
<p><u>Controller's qualification</u> Which minimum requirements (degrees, work experience, national qualifications, and/or registration in professional organisations) does the controller under the centralized system described above shall fulfil?</p>	<p>The director of the "direction fonctionnelle et d'appui" has overall responsibility of the budget and finances matters of the DGATLP. Her deputy, Henri VELLANDE has fully covered the INTERREG III crossborder transnational and ESPON I programmes, plus Leader + The two above mentioned are full statutory civil servants of university level (N1) and have a thorough knowledge of structural funds' regulatory framework and programme requirements</p>

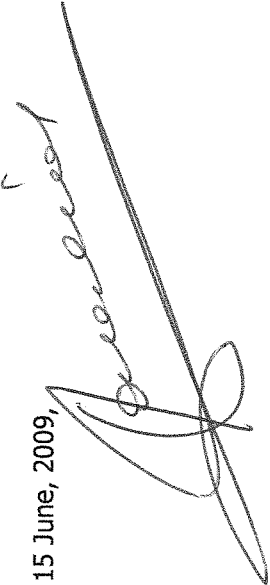
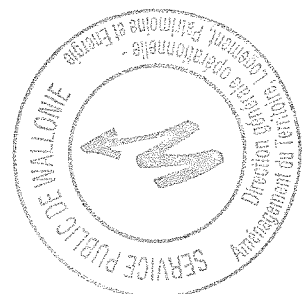
<p>2.2 Decentralized Control System Please describe the system.</p> <ul style="list-style-type: none"> - Will the beneficiary select a controller from a list of several public and/or private control bodies established on MS level beforehand <p>Or</p> <ul style="list-style-type: none"> - will the beneficiary 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)? <p>In both cases, please explain the procedure for establishing the shortlist or authorizing the controller.</p> <p>If appropriate, please give also examples of types of possible control bodies.</p> <p>In case of use of shortlist of controllers, please provide the list (if not available yet, please indicate date of publication of shortlist).</p> <p><u>Controllers' qualification:</u></p> <p>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).</p> <p>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 ESPON Coordination Unit.</p>	
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<p><u>Contact details of the central approbation body</u> 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><u>Central Approbation Body</u></p> <ul style="list-style-type: none"> <input type="radio"/> Name of the institution <input type="radio"/> Responsible unit <input type="radio"/> Address <input type="radio"/> Telephone, fax <input type="radio"/> E-mail address <input type="radio"/> Title (Mr/Mrs) <input type="radio"/> Name and Surname <input type="radio"/> Position within the unit
<p>4. Separation of Functions 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>The « direction de l'aménagement régional » (Mr Christian BASTIN) is under the authority of the « département de l'Aménagement et de l'Urbanisme » (Mr Jean-Pol VA N REYBROECK, general inspector f.f.)</p> <p>The « direction fonctionnelle et d'appui » (Mrs Michèle LEDENT) is under the direct authority of the « general directorate » (Mr Luc MARECHAL, Director general f.f.)</p> <p>The DGATLPE is independent from the Audit cell for ERDF, of the Finance Inspectorate, which is in charge of the 2nd level control in Wallonia</p> <p>- Mrs Michèle LEDENT, director f.f. dfa, DGATLPE, and her deputy Henri VELLANDE</p> <p>Mr Pierre MANGEZ and Mr Christophe RAPPE, Interfederal Corps of the Finance Inspectorate</p> <p>Mr Christian BASTIN, director dar, DAU, DGATLPE and his deputy Alain GUILLOT-PINGUE</p>

<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 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>	<p>Mrs Michèle LEDENT, in charge of First level control, is assisted by a specialist of the ERDF control matters (Mr Henri VELLANDE). This will ensure a speedy process of the controls. The two civil servants are fluent in the English language. This will ensure that the 2 months deadline to carry out the first level control will be fulfilled.</p>
<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>The Walloon Region has published an official note on eligible expenditures :</p> <p>Gouvernement wallon, décision du 27 juin 2007 ; Programmation 2007-2013 des fonds structurels. Cellule de contrôle de premier niveau sur pièces pour les objectifs « convergence », « compétitivité régionale et emploi » et « coopération territoriale - volet A » cofinancés par le FEDER. Répartition des tâches avec les administrations fonctionnelles et éligibilité des dépenses . (GW VIII/2007/27.06/Doc. 5662/E.DR). See annex</p> <p>This document rules on the eligible expenditures in the Walloon Region for the Objective 1, 2 and 3 crossborder Programmes. Those rules will apply to the other Programmes, including ESPON II.</p> <p>First level controllers are familiar with this document and its implementation.</p> <p>An english version of the text will be available for non-french-speaking partners</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.

- By a note to the first level controller, which will define its obligations
- By the second level controller

<p>7. Control Cost</p> <p>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?</p> <p>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.</p>	<p>The cost incurred by the first level control will be fully paid by the Walloon Region. There will be no budgetary cost for the Walloon lead partners and partners to the projects of the ESPON II Programme.</p>
<p>Name, Title + Organisation of Signatory for the MS</p> <p>Luc MARECHAL Director general f.f.</p> <p>General Directorate for Physical Planning, Housing, Heritage and Energy. Direction générale de l'Aménagement du Territoire, du Logement, du Patrimoine et de l'Energie</p> <p>DGATLPE</p> <p>Rue des Brigades d'Irlande, 1 B – 5100 NAMUR</p>	<p>Place, Date and Stamp</p> <p>Namur, Belgium, 15 June, 2009,</p>  

Thank you in advance for sending the filled-in questionnaire including relevant annexes to the following address:

ESPON Coordination Unit
CRP HT – BP 144
L-4221 Esch sur Alzette
Luxembourg

If you need assistance or any further information/details for filling in the document, please contact Sara Ferrara (e-mail: sara.ferrara@espon.eu Tel. +352. 54.55.80.705).