

IL SEGRETARIO DELLA GIUNTA
(Avv. Ernesto Grippo)
M. Anselmi

ALL 1

**MINUTES OF THE MEETING OF THE JMC
IPA Adriatic CBC Programme**

English language

Date: 30th September 2008				
Place: Portoroz Slovenia				
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Documento conforme all'originale
composto di n. 12 fogli
L'Aquila, il 14 DIC. 2015
Il Responsabile



English Language

Date: 20th September 2009

Place: Roforov/Slovenia

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Plan of the day:

- 1) Approval of the IMC minutes of 8/7/08
- 2) Approval of the New Technical Assistance Plan Proposal
- 3) Approval of the JTS Staff Selection Procedure
- 4) Approval of the Call for Proposal Draft
- 5) Approval of the Communication Plan (Call for Tender) Draft
- 6) Approval of the Advisor Call for Tender Draft
- 7) Other

Documents within the folder for the meeting:

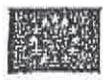
- 1) Minutes of 08/07/08
- 2) New Technical Assistance Plan Proposal
- 3) Agreement Draft between OLES and the Managing Authority
- 4) JTS Staff Selection
- 5) Decision on OLES
- 6) Draft of the Call for ordinary project proposals
- 7) Draft of the special terms for Communication Plan service award
- 8) Draft of the special terms for Advisor service award
- 9) Authority's Authority Interpretation on public procurement



Time	Person of intervention	Content of the intervention
Opening of the working session		
9:30	ANDREOLA	Explains the agenda and thanks Slovenian delegation for hosting the meeting. Gives the floor to Mrs. Rener for conduction of the session.
Point 1. Agenda: Approval of the minutes		
	RENER	Greets the participants, expresses the Slovenian pleasure to host IPA Programme's 8 Countries and hopes most of the documents will be approved, as they are crucial for the programme implementation and the beginning of the funds using. Illustrates the agenda mentioning all the numerous points to be discussed. Informs that the technical meeting of the previous day was very useful. Informs that before the lunch break, the representative of Slovenian Ministry of Environment will make a presentation. Asks if there are any observations on the agenda. Asks the table to start with the First point of the Agenda and to approve the Minutes of the JMC meeting of 08.07.2008.
	ANDREOLA	Informs the table that the corrections to the Minutes were made.
	JMC	Approves the agenda of the meeting and the minutes of 8.7.2008, taking into account the Slovenian request to insert in the MoU a sentence on the availability of official Programme documents in the English language only.
Point 2. Agenda: Approval of the new Technical Assistance Plan proposal		
	RENER	Moves to the second point of the agenda. Asks Mrs. Andreola to present the modified Technical Assistance Plan.
	ANDREOLA	Informs that following to the negative feedback of the written procedure on TA, the agenda of the meeting has a new point concerning the discussion and the approval of the Technical Assistance Plan proposal. Explains that upon Slovenian request the JMC budget has been increased to 128 000 euros to allow interpretation service in the 8 official languages of the participating countries. JSC budget amount has been increased to 150 000 due to added working days during the three planned Call for proposals; JTS travel budget is increased to 127 500 euros for attending INTERACT training courses. Reminds that the JMC decided that each country will submit to the MA a specific project for that part of the TA that will have to be structured on a single territory. Illustrates the new TA budget with the items increased for each country. Arises the issue on the eligible period for the TA from 2009 to 2016, June 2017 even if Mrs. Corda said that the maximum eligible expenditure period was set up on 2015.
	NAZZI	Asks explanations on the application of N+2 or N+3 rule, as the second one was meant to be applied. Explains that article 89 of IPA Regulation 718 talks about the third following year to the allocation.
	CORDA	Clarifies that N+3 has to be applied even if the eligibility expenditure is for the year 2015. Explains that the programme refers to 2007 even if it starts on 2009 and even if the first Call for proposal is published in 2009.
	RENER	Asks if it is the combination of n+2 and n+3 roles meaning that for the first three years, until 2010, the rule n+3 is applied and after that, the rule n+2 is applied. That is why the expenditures are eligible until 2015.
	APRILE	Explains that in this matter confusion might arise because: art. 89 of IPA regulation n. 718 talks about the expenditure eligibility between 1 January 2007 and 31 December of the third year following to the last budgetary commitment; art. 137 of IPA Regulation talks about the final de-commitment of the Programme; art. 93 of Regulation 1083 referring to N+3 rule until the year 2010 and N+2 rule for the years 2011, 2012 and 2013. Asks among all these rules which is to be applied.
	ATTARDI	Refers that art. 137 of IPA Regulation n. 718 on the automatic de-commitment refers to Regulation 1605/2002 in particular article 166 comma 3 where it is laid down that a financial agreement undersigned with a third beneficiary country has got three years to spend budget commitment. So, if the financial agreement is undersigned on January 2013 with a Croatian beneficiary we need to know when it can submit the last accounting report.
	CORDA	On this matter she prefers to give an official answer in writing. Clarifies that in any case IPA implementing regulation is to be applied.
	APRILE	Says that according to art. 89 of IPA implementing regulation the date for eligible expenditure is meant the year 2016.
	ATTARDI	Considers that if deadline is set up for the 2016 in this case the JTS and UFCPL should be opened until December 2016 in order to complete the programme implementation.
	ANDREOLA	Thinks that if the JMC, the JTS and in part the UCPL are the structures that will have to work up to the end of the programme it is necessary to make a new financial plan for the TA.
	RENER	Asks the indications from the MA about the TA projects each country is supposed to present regarding the Info Point, FLCO and the Communication Plan.



Test		
Time	Person of information	Content of the intervention
<i>Point 2: Approval of the new Technical Assistance Plan proposal</i>		
	ANDREOLA	Explains that a reserve fund amounting to 350.000,00 euros (for each country except the one hosting the MA, for 5 years) is envisaged for publication expenditure of the documents in the languages of the participating countries. Reminds that for this purpose each country should submit a short project.
	NOTARANGELO	The rest of the resources will be used in the interest of each country participating to the programme.
	RENER	Reminds the table about the proposal of the leave the bigger amount for the contingency reserve that can be later used easily. Asks the countries to express their needs regarding the TA allocation.
	STELLA	Explains that if the deadline for the eligible expenditure is up to 2015 it means 7 year costs and not 8 years costs as calculated in the financial plan.
	CORDA	Explains that there is a financing agreement draft that the European Commission will send to the third countries participating in the programme in which article 137 of IPA Regulation is mentioned.
	ANDREOLA	Asks Stella if Croatia has particular needs on the TA in order to close the negotiations.
	STELLA	Explains that they need 2 info points, 7 first control officers for each county, 1 first control officer at a national level, so it implies an increase amounting to 300 000 euros per year.
	RENER	Proposes to hear the presentation of Mr. Attardi and the new calculation of the TA funds.
	VICARI	Suggests to leave the document as already agreed and later when other needs should arise it can be modified. It considers that it is premature to amplify budget items and use all the reserve fund, it should be better to wait the programme progress and in that case the JMC may decide to change the budget according to countries' needs.
	RENER	Thanks for the intervention. Confirms that the contingency reserve is necessary for everybody and can be allocated according to the different needs of the countries that arise during the Programme implementation. Invites the countries to give their comments to the new TA funds calculation.
	ATTARDI	Explains that the document in the folder includes only the change discussed concerning Serbian delegation request to include a Task Manager within the JTS. In case of N+3 rule we supposed to set up the structures from January 2009 to December 2016 with the exception of three structures that should probably work until June 2017 for closing Programme activities. So he refers that there is a reserve of 1M 385 000 euros that it is not sufficient to accept the single Croatian request. On the contrary if N+2 rule is to be applied the reserve fund would amount to 4M euros, because in this case we have to take away from this amount 1 year of activity of the all programme structures.
	JURISIC	Refers that Croatia made its request based on the calculation for 7 years period.
	MEDVED	Expresses his opinion that the tasks of the Advisor and the tasks of the JTS are overlapping and that the costs of the Advisor are too high. If a cost-benefit analysis is made, the allocated funds for the service are far bigger than the benefits gained by it. Proposes to cut the costs for the Advisor to 1,5 MEuro and to put the rest to the contingency reserve or to allocate it to the JTS or the Info Points.
	CHATZIKONSTANTINOU	Says that Greece needs an increase of 15.000,00 per year meaning 70.000,00 euros for the entire programme period for an info point and an officer.
	SODNIK	Says that also Slovenia needs 15.000,00 per year meaning 70.000,00 euros overall for the Info Point and an FLCO.
	ANDREOLA	Reminds that in Budva, Croatia submitted the request for 3 info points with junior employees, that will also cover the activities other than informing the applicants, with minimum two years of experience and annual salary of 15 000/20 000 euros, calculated on the average salary in Croatia. Explains all the various activities of the Advisor.
	STELLA	Explains that the problem arises for first level control officers and not for the info points, since the experience shows the people for the FLCO are needed the most. Croatia needs 250 000 euro per year.
	CANCELLARIO	Urges the table to approve the financial plan as submitted at the beginning without changes and invites everybody to a sense of responsibility. Proposes to postpone further request for the next meetings.
	RENER	Explains that everybody must express their needs realistically. That it would be easier to distribute the TA funds. Asks each country to think about their specific needs.
	HALILOVIC	Agrees with Slovenia to increase JTS budget for training courses. Thinks that the task of info points is very important so it is necessary to increase the budget especially for those that will help the applicants. Moreover, she explains that in BH bilateral programmes the salaries are higher. So, she requests to have an increase of 20 000 per year for info points and first level control office.
	CORDA	She thinks that countries make too many requests for increasing info points and that this means that they are not prepared to give appropriate information and the same service could be provided by the JTS in their place.



Date	Person/s of intervention	Content of the intervention
<i>Point 2: Approval of the new transitional assistance plan proposal</i>		
	LORENZON	Considers that it is not good to raise the stakes because the priority is to share funds allocation and leave a reserve fund in case of necessity considering that there are many years to come and we will have to cope with possible unexpected events that might arise. Besides, he recalls that the component A of the Advisor comes upon PAO request in order to avoid a transitional management and that during the Task Force held in Puglia it was decided to allocate a part of the funds for a sort of twinning in order to provide the experience by the Community countries. Thinks it is better to avoid allocating all the funds today, considering that possible needs could arise during the programme implementation.
	ANDREOLA	Refers that it is not possible to accept the request submitted by BH as it was already decided to allocate 880 000 euros for Bosnia and Herzegovina. Proposes to leave the amount for each Country as it has already been negotiated considering that all requests have already been accepted. Besides, she thinks that info points can be closed on 2015. Croatian proposal to increase the amount from 175 000 euros to 210 000 euros per year is accepted, so the total amount will be equal to 1 680 000 euros. Besides, she proposes to accept Slovenian and Greece request. She recalls that money will be allocated according to the requests accepted but only once the countries will submit a project on the TA for the first three years and that the MA is responsible for the way the funds are spent.
	TURK	Reminds it is not necessary to allocate all the TA funds at once. Goes back to the issue of the Advisor. It is the fact the services of the Advisor are necessary but it is better to cut the funds foreseen in half and leave 1,5 MEuro for the reserve and give the option to the countries to request the assistance upon the needs that arise.
	ANDREOLA	Explains that the positions have already been expressed and that the countries asked for the assistance.
	RENER	Reminds that the members of the JMC decide how the funds will be allocated.
	TURK	Explains that he only wanted to remind the members of the JMC to use the funds wisely and not to allocate so much funds for a type of the activity that is maybe not necessary.
	ANDREOLA	Explains that the Advisor is a figure envisaged and agreed with the integrated approach, it is not possible to turn back on what decided together with the countries.
	STELLA	Agrees to accept 210 000 euros, for info points, but they consider Advisor budget too high and the amount may be allocated in the reserve fund. Agree with the opinion of Slovenia.
	OTOCAN	Thinks that it is important to hear everybody's needs mostly considering that we are dealing with a new programme in the view of good results. Reminds that the projects must be implemented as soon as possible. That is why the Croatia needs the FLOO.
	RENER	Reminds that the official indication from the EC is expected on the expenditure eligibility duration. Since this issue is not yet clear, it would be good to leave the bigger contingency reserve.
	LORENZON	Agrees with Slovenia to allocate the resources for the first three years and then to take decisions according to the needs, as many inconveniences might arise during programme implementation. Besides, he says that the component A of the Advisor is to be meant as an articulation of the activities that from one side will envisage a shadowing by public administration having an experience in this field and on the other side a permanent assistance on the territory.
	RENER	Thinks that everybody agrees the Activities of the Advisor under the letter A) "Special Assistance to the EU Countries" are necessary. Activities from the letters B and C overlap with the activities of the JTS. Asks the countries that will be the main recipients of the services provided by the Advisor, the CC and the POC to express their opinions and needs and how to organise the TA.
	BOJANIC	Refers that in many occasions it emerged the necessity of a first level control office, but modalities and budget funds have not been decided. Besides, she says that they need assistance, but it is also true that they can not quantify the amount.
	ANDREOLA	Answers that the figures on the TA have already been decided in Bosnia and Herzegovina, Montenegro and Albania, so they reflect all needs according to standard salary approved by the European Union.
	RENER	Gives the floor to the representative of Montenegro.
	SEKULOVIC	Confirms the amounts set up with the MA for info points and first level control office. Says that the costs for travel are mixed up and the relative items are not split up. She agrees in allocating the amount for the Advisor to a reserve fund and verify the needs in the years to come.
	STELLA	Croatia did the new calculation and their needs reach the total amount of 1 700 000 Euro.



Text	Person of intervention	Content of the intervention
Point 2: Approval of the new Technical Assistance Plan proposal		
	KRAJA	Agrees for financial allocation funds for Albania and invites the other countries to take a final decision on this matter. As concerns the Advisor they think that its activities may overlap with the JTS, even if they consider that Advisor would be necessary for the first three years.
	RENER	All the countries agree that type of assistance is necessary. Anyway, the modalities to give the assistance and the funds to finance it do not have to be decided during the present meeting. Proposes to take the document regarding the Advisor out of the TA decision that must be taken and to decide upon it later. Reminds about the accepted requests of Serbia to have a Task Manager in stead of the Info Point and informs that the funds were increased from 35.000,00 to 45.000,00 Euro. The funds for both Greece and Slovenia were increased for 15.000,00 per year to cover the Info Point and the FLCO. The request of BH was not accepted. The funds for Croatia were increased for 300.000,00 overall but the Info Point will end their work in 2015. Regarding the Advisor, asks the MA to examine once again the needs of the main recipients of these services and asks the countries to express in detail their needs. Asks to see the final TA allocations.
	CANCELLARIO	Asks if the amount for the Advisor is temporarily allocated to contingency reserve fund and it will be evaluated in the future, mostly considering the integrated approach was chosen.
	RENER	Confirms that was the proposal and to have the next JMC meeting with clear needs of the countries.
	ANDREOLA	Proposes to send to everybody a more detailed document on the Advisor activities in order to give more time to countries to think over their real needs and take a decision on the next meeting. Says that at least up to item N they should take a final decision.
	ATTARDI	Summarises the new financial plan for the TA. Specifies that the JTS will consist of 17 full-time persons with Serbian Task Manager with a forecast cost from January 2009 to December 2016 of 6 080 000 euros included the last items for the travel transfer budget increased to 55 000 euros per year. Then, there are the expenditures envisaged for the JMC meetings for 8 years amounting to 1 128 000 euros and 500 000 euros for the possible JSC meetings for projects selection (included the expenditure for external experts). For the FLCO in Italy there is an amount of 5 920 000 euros. For each country, for info points and FLCO: for Croatia for the first six years an amount of 225 000 euros per year and for the last two years the allocation will amount to 175 000 euros for a total amount of 1 700 000 euros; for Albania a total amount of 1 320 000 euros of which 175 000 for the first six years and 135 000 for the last two years; for Bosnia a total amount of 880 000; for Montenegro, Slovenia and Greece a total amount of 560 000 euros each (70 000 euros for 8 years); Serbia hasn't got any TA budget as it was accepted the request of including a TA within the JTS; Advisor budget is excluded; an amount of 360 000 euros for the managing/monitoring computer system Call for Tender; an amount of 300 000 for the Interim Evaluation; an amount of 2 100 000 euros for the Communication plan; an amount of 520 000 euros for the Certification Authority; an amount of 80 000 euros for the Audit Authority and a reserve amount of 3 800 000 euros (including 3 000 000 euros for the Advisor).
	ANDREOLA	Recalls everybody to send the name of the group of auditors for each participating country and specifies that fund allocated for it is not included in the financial plan summarized by Mr. Attardi.
	CORDA	Reminds to the non-EU countries that the budget allocation has to be meant from the date of the signature of the financial agreements
	RENER	Underlines that the contingency reserve amounting 3.800.000,00 Euros is not too much and that the JMC members must be careful in allocating it in order to use them effectively. Proposes to approve the TA plan as presented and to go to the third point of the Agenda.
	JMC	Approves the financial plan of the TA and the proposal that the countries propose projects for the implementation of the TA and to allocate the 3 MEuro foreseen for the services of the Advisor to the contingency reserve. Attached to the present Minutes of the Meeting.
Point 3: Approval of the JTS Staff Selection Procedure		
	ANDREOLA	Describes the JTS staff, requirements and tasks. Reminds about the proposal to assign to the OICS the task of managing and selecting the JTS staff. Explains that OICS will publish a notice for the personnel selection, to make a first <i>curricula</i> examination and then to proceed with the interviews, The OICS will carrying out all the payments for meeting organizations and the travel costs reimbursement for the JMC members. Recalls that in the previous programme OICS covered these tasks and made it possible to facilitate and accelerate the administrative procedure. The proposal of the convention to be signed with the OICS is presented among the documents prepared for this meeting. Reminds that the Task Managers of BH, Croatia and Montenegro that now work in the JTS were selected in this way and that these countries have already familiar with this procedure.

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Time	Person of intervention	Content of the intervention
<i>Point 3. Approval of the JTS Staff Selection Procedure</i>		
	RENER	Explains the staff of the JTS was contracted in that way. Asks if there are any comments or need for further clarification. Notes that the documents for the Final Beneficiaries are foreseen in English and Italian language. Since the official language is English, asks why the documents are prepared also in Italian language.
	ANDREOLA	Explains that the interpreting service and the translation of the documents will be ensured in the 8 languages of the participating countries and specifies that it will be specified in the document.
	RENER	Asks if the documents will be prepared in all the languages and whether the application will be made in English language only.
	ANDREOLA	Confirms this is correct.
	KRAJA	Asks how the JTS staff will be employed, which procedure will be followed and what are the advantages.
	ANDREOLA	Explains that they will be employed and contracted in accordance with the rules in force in Italy, whereas for the TA implemented in the each country, the country will submit a project that will be approved. OICS and all participating countries will publish a public notice on JTS staff selection, as well as on the programme website. The candidates that are interested to participate to the selection will send the <i>curriculum</i> to OICS and it will arrange a first examination of the <i>curricula</i> , a restricted Commission will be set up and it will provide to carry out the interviews according to the ranking list of the <i>curricula</i> submitted by OICS.
	KRAJA	Asks if this procedure will be used for the employees in the countries, too.
	ANDREOLA	Explains that the Task Managers employees that will work within the JTS will be contracted by the OICS, according to the Italian law in force in the labour scope. The employees that will work in other countries will be contracted according to the national law of the country in which they work.
	SODNIK	Informs that Slovenia would need five days to examine the tasks of the JTS and the tasks of the Advisor for the overlapping, in order to approve the terms of reference for the JTS.
	ANDREOLA	Confirms that Advisor is not an overlapping of the JTS tasks. So proposes to go to the approval of the JTS selection procedure and postpone the decision on the Advisor once Cancellario will prepare the new proposal for Advisor task. If the JTS terms of reference are approved, the personnel can be contracted before the Christmas.
	RENER	Asks if it is possible to add to the Minutes the revised version of the JTS tasks description.
	JURISIC	As concerns language skills of the JTS staff, Croatia proposes to request a very good knowledge of English and good knowledge of Italian.
	RENER	Repeats the proposal of the Croatian delegation, for major clarity.
	BARALDI	Explains that the selection criteria will require an excellent knowledge of English and a good knowledge of Italian and for the Task Manager an excellent knowledge of the language of the country they have to represent. Specifies that in the Call for proposal OICS will also indicate a score for the several features required and the general interview will be preceded by technical interviews where English knowledge, Italian knowledge, other languages knowledge, computer literacy etc... will be verified in order to obtain a score. Once reached a score the oral interview will take place.
	RENER	Asks if the staff of the JTS will be employed using the OICS that will act in the name of the Programme. The knowledge of Italian language does not have to be better than the knowledge of the English, since the official language is English. According to the explanation of the Mr. Baraldi, it would be possible to except the proposal of Croatia. Proposes to approve the method for the JTS staff employment.
	ANDREOLA	As regards language skills she proposes to start from a good knowledge of English and then to give higher score to those having better language knowledge. Besides, before publishing the notice, the OICS will prepare an evaluation grid according to the scores.
	JURISIC	Specifies that Croatia proposal was for a very good knowledge of English and not an excellent English, which leaves good range of candidates.
	RENER	Proposes to check once again the tasks of the JTS against the tasks of the Advisor. The language skills will be tested during the interview.
	ANDREOLA	Confirms that Advisor profile and tasks will be written ex novo in order to avoid the overlapping of JTS tasks and not to block the approval of the JTS description.
	CORDA	Specifies that as concerns component A on the Advisor everybody agree, whereas the issues arise on component B and C because it might overlap what the JTS is going to do.



Text

Time	Person of intervention	Content of the intervention
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Point 3: Approval of the JTS Staff Selection Procedure

	ANDREOLA	Confirms what already said. The Advisor does not fulfil JTS tasks and all the parts that can make confusion will be written once again. Reminds that, without the approval, it will be no longer possible to have the JTS after 31/12/2008.
	RENER	Proposes to add to the tasks of the JTS the management of the other terms of reference for the TA staff, according to the indications of the MA. The tasks not covered by the JTS can be later covered by other terms of the reference that can be decided later.
	CANCELLARIO	Confirms that there will not be an overlapping between the JTS and the Advisor, so he thinks it is useless to write in the document that the tasks are differentiated.
	RENER	The JTS is the joint and main technical body working in the interest of all the participating countries and its staff must have the capacities to carry out the tasks. If the need arises for the further TA, it can be met later. Once the JTS is defined it will be easy to define what else is needed.
	MIGLIORI	Considers that it is absolutely crucial to approve JTS job description in order to start up the programme. As concerns the Advisor it was decided to set aside this figure once a new proposal will be submitted. Should they realize that there is an overlapping of the tasks between the Advisor and the JTS these will be deleted.
	NOTARANGELO	Thinks that it is useless to indicate that we are dealing with different tasks, considering that the JTS will carry out all the activities required.
	RENER	Asks for the opinion of the JMC members. Repeats that the request for the knowledge of English language will be put before the Italian with the very good level requested, since a good level of Italian is requested. The documents will be prepared in all the languages of the participating countries.
	JMC	Approves the JTS job description and requisites as submitted to the JMC members with the amendment to indicate that very good knowledge of English language and good knowledge of Italian language. Approves the entrustment of employing the staff to the OICS, meaning the selection of the JTS personnel through the open public call and the selection Commission. Decides that the JTS will perform all the tasks necessary for the Programme implementation.

Point 4: Approval of the Call for Proposal Draft

	COCCO	Thanks the Slovenian delegation for the organisation of the meeting. The implementation of this programme is not simple but there are great expectations from this programme that increase the responsibilities. Invites the participating countries to work together, synchronise the activities and avoid the duplication of the initiatives and work.
	RENER	Invites the JTS to present the draft of the first Call for proposal and its main characteristics.

	DI MARCANTONIO	Explains how the first draft of Call for ordinary project proposals was structured and refers that some parts are lacking because they still have to be discussed. Specifies that the document contains all the strategic elements on which the table should give an opinion. The draft of the document starts from the approved documents: the OP and the implementing manual in accordance with what established by the EC Regulation 718. He also refers that for completeness purposes a comparison with other European programmes was also carried out. Explains that there is a provisional table of content that can be modified and there are some comments coming from our evaluations to be examined. Explains that the Draft of the Call for Proposal is structured on single priorities. The first part deals with a description of the Programme, the priorities, the measures and the objectives. Following to the query submitted to the Italian relevant Ministry on the possibility to present project proposal on more than one measure, we were answered that it is possible, nevertheless for managing, information and monitoring reasons the beneficiary will be required to present a project on one measure, even we can give the beneficiary the possibility to develop arguments (proposes synergies) that are dealt in the other measures, so it will be an added value for the project. As concerns the financial budget the table will decide how much to allocate for each priority, paragraph 5 deals with the programme eligible area and quotes what already mentioned in the OP with a further evaluation on the possibility for beneficiary, having a registered office outside the eligible area, to set up an operating office in the eligible area in order to take part to the projects. Manual establishes that the operating office can even be set up only for the duration of the project. Explains that in the previous programme many problems incurred to explain beneficiaries what features they were required for the operating office. Thus also implied problems for expenditure eligibility.
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Test

Time	Person/Intervention	Content of the intervention
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Time	Person/Intervention	Content of the intervention
<i>Point 4: Approval of the Call for Proposal Draft</i>		
	DI MARCANTONIO	Refers that with the previous programme the Independent Auditor did not certify expenditures for administrative personal working outside the eligible area. So, he proposes to draw up features for the operating office. Says that 10% flexibility rule can also help: all the subjects outside the eligible area (included areas in derogation) can participate to the programme up to 10% limit on the budget allocated.
	ANDREOLA	Invites the table to think over the possibility to leave this 10% open for the territories outside the eligible area.
	DI MARCANTONIO	It is up to the table decide on the possibility to set up a limit, as 10% hasn't any geographic limits in the eligible beneficiaries. The problem could arise for those subjects having administrative competence on the eligible territory, such as ministries and regional capitals etc...In other programmes this problem was solved by allowing this kind of subjects to participate to the Call for proposals as partners without any financial limits. Besides, it is up to the table to decide whether to apply 10% limit to these subjects too or consider them as partners. There is also another question on this matter for wide-administrative competence subjects concerning University that often has a decentralized organization, so we might have Universities with a legal office outside the eligible area accounting non eligible expenditures for the programme, so we could think over operating a derogation for the Universities too. All this concerns the territorial eligibility. As regards eligible beneficiaries compared to what laid down in the manual a doubt arises on division between Public Bodies and Local Authorities, because from a judicial point of view they are both public bodies. So we could propose to group them together under the same name "Public bodies" and as second category "Equivalent bodies", then we have private organizations for which the "de minimis" principle can be applied (that implies to assign funds also to private bodies, requiring a easier procedure). As concerns international organizations we often found out an international organization operating in accordance with the international law and others operating under the law of the country where they are registered. On this matter we might propose: either including only those international organizations having an eligible office in the eligible area or, as used in the Central Europe programme, requiring an international organization to make a written declaration in which it commits itself to respect some rules of the programme.
	ANDREOLA	Asks if there are any comments up to this point.
	CORDA	As concerns the participation of private bodies she suggests to cope with this problem by inviting in a separate meeting the competent authorities for having the appropriate information such as the D.G. Enlargement.
	DI MARCANTONIO	Clarifies that as concerns the State aid and "de minimis" principle it has to be applied only for Member States and not for third countries. Even if we could also think over giving this possibility in the agreements to be signed with the Commission. According to the "de minimis" rule private subjects can not be assigned contribution higher than 200 000 Euros in the last three years. We could also think over the possibility to include this financial limit in the Call for Proposals to include also the third Countries to benefit from this rule.
	ANDREOLA	Rule on competition and "de minimis" rule are applied in the Programme also for third countries as they benefit from IPA funds.
	RENER	Reminds of the possibility presented by the EC, on using <i>de minimis</i> as a best solution for the first Call. Proposes to have a special meeting regarding that state aid issue where the situation in all the participating countries would be examined. It is important to take into consideration all the state aid allocated. Asks why the Calls are planned for each Priority separately?
	DI MARCANTONIO	Specifies that even in the OP it was decided to launch a call for proposal on only one priority in order to avoid problems for possible legal appeals. In fact, if the same call for proposal covers all the priorities we may risk blocking the validity of the all ranking lists. So, if we follow the first solution we will have three distinct ranking lists with three distinct administrative decisions.
	RENER	Asks weather all the Calls will be published at the same time and weather the documents for each of the Calls are going to be different. Asks what will be the funds of the first Call for proposal.
	ANDREOLA	Explains that financial resources will be established in the same way for each priority. Says that a first call could cover the years 2007, 2008 and 2009 if the Call will be published after January 2009. Besides, she invites to submit more infrastructural projects and less study projects as also requested by EC... Proposal to change the word "infrastructural projects" with "investment projects".

TEXT		
Time	Person of intervention	Content of the intervention
Point 4: Approval of the Call for Proposals Draft		
	VICARI	Thinks that there is another reason for thinking over Call for proposal on only one priority, because making a Call for proposal on all the priorities means making different evaluation grids. As concerns the decision on the years to be included we have to think over the procedures, he suggests to make a Call for proposal for at least three years in order to simplify the procedure.
	RENER	Asks if any of the JMC members has any comments on the 10% of the funds to be used outside the eligible area.
	DI MARCANTONIO	Specifies that for subjects outside the eligible area there is also a problem concerning administrative control on expenditure and co-financing. So when we will decide which territories outside the eligible area are to be admitted for financing we should also decide to which national system of first level control they will have to account their expenditures and who will be responsible for its co-financing
	MIGLIORI	Referring to the Call for proposal on page 4, paragraph 5: "An exception to the general rule..... (e.g. ministries, regional capitals, etc)", specifies that in this case the regional capital is Bologna and it has no competences in the eligible territory of the four provinces of the region. So he thinks it is necessary to refer to the regional administrative body that in this case is Bologna. So, he proposes to modify the text by mentioning what already laid down in the implementing manual when we say that the exception concerns: regional and administrative bodies having their competence also in the territories.
	NOZIC	Refers that for South East Programme the same question raised and the decision was on considering where the activity is going to have its impact in the eligible territory.
	DI MARCANTONIO	Proposes to decide whether ministries, regional authorities etc, have to be considered eligible without any other evaluation or once considered if they have an impact on the territory decide if they fall in the 10% flexibility rule.
	RENER	Informs that Slovenia, according to the previous experiences, has the same understanding as presented by Mr. Migliori. The JMC can decide if allow the 10% to be spent out of the IPA Adriatic eligible territory. The expenditure of these partners must be explained in detail.
	ANDREOLA	Thinks that the decision on those bodies that can participate with 10% should be limited as quite as possible, because it is not easy to evaluate their participation in the project implementation.
	LORENZON	Proposes to postpone the discussion on the issue.
	RENER	He agrees on limiting the participation of these bodies, mostly if we consider accounting problems that may arise. Thinks that in case a project really need the participation of particular body that is crucial for the project implementation, the Lead Beneficiary could make an agreement with this body and assign it some works as service supplier.
	RENER	Asks for the opinion of others. The JTS will prepare the documents according to the indications of the JMC. Since the Call for proposal is very important document and deserves to be examined carefully, proposes to have a Task Force meeting. The one or two representatives of all the countries would work on preparing the document that will than be presented to the JMC.
	CORDA	Reminds the table that a Task Force for discussing on the Call for proposal is an emergency considering that we are already late for launching the first Call.
	RENER	Asks the JTS when the documents for the Call; including the Guidelines for applicants, and Application package, will be ready.
	DI MARCANTONIO	In order not to be late he proposes to work first on the content of the Call for proposal and later on the forms that are not so urgent. He also suggests to indicate if the projects have to be submitted in electronic format or only in hard copy.
	ANDREOLA	She also suggests to decide if examining the projects according to two steps (the provisional proposal and later a final project) or to a single step, that means on the whole project, and after it will be possible to prepare the forms. Specifies that the first solution was adopted in other programmes and caused some troubles on the evaluation outcome.
	DI MARCANTONIO	Refers that, as indicated in the OP, for ordinary projects the single step was meant to be followed, even if it can still be discussed.
	MIGLIORI	Discourages to follow the two-step procedure, because there is a risk to extend time needed.
	RENER	Proposes the one-step approach for the ordinary projects.
	RENER	Asks all the countries to send their observations regarding the Call Proposes during the next week that the JTS will take into account when preparing the documents for the TF meeting. Proposes to set the date for this meeting in November.

Text		
Item	Name of the intervention	Content of the intervention
Point 4: Approval of the Call for Proposals Draft		
	ANDREOLA	Proposes to accelerate time for publishing the first Call for proposals to avoid launching the Call very close to Christmas time and Abruzzo Region elections that will take place at the end of November.
	RENER	All the countries are ready to assist to the preparation of the documents in order to publish the Call as soon as possible. Proposes to fix the date one month in advance, in order to give enough time to everybody to prepare for the meeting and give their contribution.
	ANDREOLA	Informs that within 5 days all the comments on the Call for Proposal will have to be sent, meanwhile the MA will provide to send an amended text by the 20th of October. Invites to plan a date around November, 6 th to set meeting where all the aspects will be discussed.
	CANCELLARIO	Asks a commitment from the JMC members to approve the Call for proposals within the end of November.
	RENER	Everybody agree that the publishing of the Call is urgent. It is important to have all the documentation ready for the meeting and than it will be easy to approve it. Proposes to examine the Communication Plan and the Terms of Reference regarding it. Although the Communication Plan was not requested by the EC, everybody agree it is needed for the successful implementation of the Programme.
Point 5: Approval of the Call for Tender Draft on Communication Plan		
	ANDREOLA	Refers that on this matter for the drawing up of the Terms of Reference Regulation n. 163/2006 (that gives force to the directives 17 and 18) on public procurement was taken into consideration. She also informs that a query was sent to the Italian Antitrust Authority and a copy to the Italian Ministry for Economic Development and that PRAG application will enable using the procedure of EURATOM decision. Considering that the Call for tender will be published on several public journals, on the official journal of the EU and on the official journal of the Italian Republic. All the activities mentioned in the terms of reference of the Communication Plan will be taken into consideration excepted the share amounting to 350 000 euros that each country could use upon presentation of a short project. So, the call for tender should amount to 1 600 000 euros (including TAV) then we draw up the criteria for submitting the tenders, the kind of scoring was also decided and how to evaluate the forms in the light of the art. 83 of the Legislative Decree with a maximum score of 80 out of 100 for the technical tender and other technical modalities always under regulation 163. Besides, before taking a decision on public procurement procedure the JMC will have to wait the official opinion of the European Commission on PRAG application.
	CORDA	Refers that even if the JMC has to wait the official answer for PRAG application, she confirms that in any case PRAG rules have to be applied except for point 2.8.2 of Regulation 2342/2002 where the external aid applies in terms of services, good and works procurement both for beneficiaries and programme authorities when they need to purchase outsource.
	RENER	Reminds the JMC must decide on how to check the quality of the offers that will apply to the public tender for the Communication Plan implementation. Before the public tender is published, the MA must receive the answer from the Italian public authorities and the EC on which procedure to follow.
Point 6: Approval of the Advisor Call for Tender Draft		
	RENER	Postponed to the next JMC meeting
Point 7: Other		
	BRANCELJ	Had a short presentation of the EU Marine Strategy Directive, the Trilateral Commission for the Protection of the Adriatic Sea and Coastal Areas Against Pollution. She distributed a list of seven project ideas in line with the Marine Strategy and which are seen as priority by the Trilateral Commission and actually in search for project partners to apply on the IPA Adriatic CBC programme.
	CORDA	Reminds JMC members to appoint the group of auditors and how important it is.
	ANDREOLA	She explains that it is urgent to know which Ministry will be competent for the 2nd level control, considering that up to know only Slovenia answered.
	RENER	The dates for the following JMC meeting for the approval of the Call for Proposal will be decided during the TF meeting in November. Proposes to have the JMC meeting as soon as possible.
	ANDREOLA	Proposes to timetable the meeting in L'Aquila for the possible dates of 4, 5 or 6 of November and thanks Slovenia for hosting the meeting. Ask the countries to send the names of the TF members.

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Text		
Time	Person or intervention	Content of the intervention
<i>Closing of the session</i>		
	RENER	Summarises the work of the JMC during the meeting. Thanks the members of the JMC for their constructive participation. Hopes the common agreement will be reached during the next meeting regarding all the points that were discussed but not decided. Thanks to the interpreters for their hard work
16.00	ANDREOLA	Thanks the Slovenian delegation for the exceptional organisation, to all the JMC members and confirms that all the necessary information will be provided as soon as possible. Closes the meeting.

Documents attached to the Minutes	1. Technical Assistance Plan	Attached documents	1. Technical Assistance Plan
English Language			
Date of next meeting: 17 ASK BORGHINOSE			
Place of next meeting: P. Aquila			
Agenda of the next meeting: Call for Proposal			
Planned agenda for future relevant activities			
Managing Authority			
Signature			
Giovanna ANDREOLA			

GA