H2020-RISE-2016
Coordinators day

Legal issues: Amendments

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2 March 2017
General requirements

- Principles
- Necessity
- Minimum conditions
- Timing
- Supporting documents
- Specific case: termination/addition of a beneficiary
- REA's decision
GENERAL REQUIREMENTS
• **Needed:** Changes in GA terms and conditions

  - Addition & termination
  - Change of bank account
  - Change of coordinator
  - Change of options
  - Substantial changes in secondments

• **Not needed:** Information procedure (your LEAR via PP)

  - Change of name or address
  - Universal takeover
  - Change of bank name or address
  - Change of PLSIGN, PFSIGN, etc.

• **Not needed:** to be reported to PO

  - No substantial reshuffle of secondments + reschedule of secondments + change of staff profiles
Minimum conditions

✓ In line with eligibility and selection criteria

✓ In line with award decision

✓ In line with equal treatment principle

✓ In line with applicable contractual rules

✓ Operationally justified
Timing

Before the end of the action

Sufficiently in advance to allow preparation and proper analysis before they are due to take effect
Depending on the type of change (see article 55 of the GA)
Documents to be uploaded **electronically**
Annex 1: Part A generated by system, Part B to be uploaded

**Termination:**
- Annex 1 & Annex 2
- Opinion of leaving beneficiary

**Addition:**
- Annex 1 & Annex 2
- Accession form (Annex 3)
- Declaration of honour
✓ **Legal basis:** article 50.2

✓ **New procedure in H2020:**
  
  ✓ **Notification** of termination (NEW)
  ✓ **Amendment** accompanying notification (article 55):
    reshuffling of secondments, addition of beneficiary, etc.

✓ **Timing:** NOT retroactive

Termination **does not require REA's approval**. Only the amendment linked to it.
• **Acceptance**: REA accepts your request.
• **Rejection**: REA rejects your request and explains reason why (incomplete, incorrect, not justified, etc.).
• **Request for additional information**: REA requests you to submit additional information **within 15 days**
• **Tacit rejection**: **after 45 days** from submission

**How am I notified?**

Acceptance and rejection letters are saved in the project’s documents library in the PP "my area"

**What after rejection?**

Rejected/withdrawn requests are saved. You can reuse them to create a new request