H2020-RISE-2016 Coordinators day

Legal issues: Amendments

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General requirements

- Principles

- Necessity

- Minimum conditions

- Timing

- Supporting documents

- Specific case: termination/addition of a beneficiary

- REA's decision

GENERAL REQUIREMENTS

Necessity

- **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**

Supporting documents

- ✓ 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**

Specific case: termination

✓ **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.

European Commission

Research Executive Agency

REA's decision

- **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 <u>within 15 days</u>
- **Tacit rejection:** <u>after 45 days </u>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Rejected/withdrawn requests are saved.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

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