COMMISSION DECISION
PH/2005/608 OF 11/05/2005

ESTABLISHING A GLOBAL AUTHORISATION FOR A TRAVEL, ACCOMMODATION AND CONFERENCE FACILITY (TAC) IN 2005

THE COMMISSION OF THE EUROPEAN COMMUNITIES,

Having regard to the Treaty establishing the European Community,

Having regard to Council Regulation (EEC) N° 3906/89 of 18 December 1989 on economic aid to certain countries of Central and Eastern Europe1,

Whereas:

(1) Regulation No 3906/89 lays down the rules and conditions for the granting of economic aid to certain countries of Central and Eastern Europe,

(2) This facility will support the financing of conferences and meetings organised by the Commission in connection with the enlargement process and the pre-accession strategy

HAS DECIDED AS FOLLOWS:

Article 1

The programme described in the Annex to the present decision is hereby adopted.

Article 2

The maximum amount of Community assistance shall be € 1,300,000 to be financed through Budget line 22.010401 in 2005.

Done in Brussels

For the Commission

FINANCING PROPOSAL FOR A
GLOBAL AUTHORISATION UNDER THE PHARE PROGRAMME FOR A
TRAVEL, ACCOMMODATION AND CONFERENCE FACILITY - 2005

1. IDENTIFICATION

Countries: Bulgaria, Romania, Croatia
Programme: Travel, Accommodation and Conference Facility (TAC)
CRIS Number: 2005/017083
Year: 2005
Cost: € 1,300,000
Expiry date: 31.12.2005, contracting
31.12.2006, disbursement
Sector: AA
Group: M
Budget line: 22.01.04.01
Task Manager: H. Van Maele (DG ELARG)

2. SUMMARY

This Facility will be used to finance the logistic and venue costs of conferences organised by the Commission in the EU and the beneficiary countries in connection with the Enlargement process and the pre-accession strategy.

The funds authorised under this facility will cover the travel and accommodation costs of the participants from the beneficiary countries at conferences organised by the Commission; also covered will be relevant conference costs involved in the organisation of the meetings except interpretation to be covered by the budget of the Directorate-General for Interpretation.

3. BACKGROUND

In the context of Enlargement negotiations and the pre-accession strategy, the Commission, the beneficiary countries and third parties resort to different facilities to finance conferences and meetings in connection with those goals:

- The Phare-Small Projects Programme supports one-off events organised by third parties by covering the logistic costs of participants from the Phare candidate countries at eligible events.

- TAIEX provides short-term technical assistance and supports technical meetings on the implementation or enforcement of the acquis delivered to participants from the Phare candidate countries at their initiative or as a follow-up to previous TAIEX assistance. Technical seminars and / or short term technical assistance delivered in Brussels involving training inputs on the acquis for experts from the Phare candidate countries will be funded by TAIEX.
TAC will support the financing of conferences and meetings organised by the Commission in connection generally with the enlargement process and the pre-accession strategy; it funds the participation and conference costs of the Phare candidate countries. TAC will not support meetings under the Europe Agreements. TAC will not cover either information or public dissemination activities such as those financed under the Phare Communication Strategy.

4. OBJECTIVES

The wider objective of the Programme is to increase the visibility and understanding of the enlargement process and its effects amongst the expert community in the Phare candidate countries.

Immediate objectives of the Facility are (i) to contribute to the integration of the Phare candidate countries in EU policy fora; (ii) to promote wider discussions of the enlargement process and the implications of the EU acquis in the Phare candidate countries; (iii) to facilitate the participation of experts from the Phare candidate countries in meetings organised by the Commission.

5. DESCRIPTION. ACTIVITIES FINANCED

The Facility will fund actions directly linked to the objectives of Enlargement and the pre-accession strategy. The conferences to be funded will mostly be one-off expert-like meetings at the initiative of the Commission services; also covered by TAC will be conferences and meetings in the margins of existing Commission’s management or consultative committees where the Commission invites participants from the Phare candidate countries because of the enlargement aspects to be covered at the relevant meeting.

The final beneficiaries of TAC will be experts from the administration or the private sector in the Phare candidate countries involved in the enlargement negotiations, or the implementation or enforcement of the EU acquis.

Costs that can be funded under the Programme will be:

- Travel: in case of air travel, it shall be at the cheapest available fare.
- Accommodation and subsistence within the limits of the Commission’s applicable rates for daily subsistence allowances.
- Conference costs such as venue expenditure, stationery, banners.
6. **COST**

The total budget of the Programme will be € 1,300,000.

7. **IMPLEMENTATION**

The Facility will be implemented by the Commission.

The management of the Programme will be sub-delegated by DG Enlargement to those Directorates General executing the Facility in line with the new Reform Proposals in the Commission whereby services taking the operational decision to go ahead with an operation involving expenditure should also be the ones authorising the expenditure. Individual DGs are therefore “ordonnateur sous-délégué” for the financial envelope in Annex 1 allocating amounts across different Commission services. The commitments made by individual DGs against the financial envelopes set in Annex 1 will be reviewed by DG Enlargement in September 2005 in order to proceed to eventual re-allocations between DGs. Additionally, DGs in need of funding under this Programme beyond their allocated envelopes could make a request to DG Enlargement for an eventual additional funding.

Contracts shall be concluded in accordance with Title IV of the Financial Regulation applicable to the general budget of the European Communities.

8. **CUMULATIVE CONTRACTING AND DISBURSEMENT SCHEDULE**

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9. **AUDIT**

The Financing Decision for the TAC Facility as well as the resulting contracts are subject to supervision and financial control by the Commission (including the European Anti-Fraud Office, OLAF), and the Court of Auditors. This includes measures such as ex-ante verification of tendering and contracting carried out by the Commission. In order to ensure efficient protection of the financial interests of the Community, the Commission can conduct check-ups and inspections on site, in accordance with the procedures foreseen in Council Regulation (Euratom, EC) No 2185/96, concerning on-the-spot checks and inspections carried out by the Commission in order to protect the European Communities’ financial interests against fraud and other irregularities.

The procedures foreseen in Article 15 (3° of the Commission Regulation (EC) No 2222/2000 of 7 June on the communication in case of irregularities and the putting in place of a system to administrate the information in this field shall apply.

The Commission services shall ensure that the ex-post evaluation is carried out after completion of the Programme.
10. VISIBILITY

In implementing this Facility, the Commission shall provide for the maximum visibility of all activities financed under this Facility. The Commission shall undertake to make explicit the participation of the EU. The opportunity could be taken of displaying the European flags in meeting rooms and the EU logo upon documents. Publications co-financed by Phare should, on the title page, contain a clear indication of the EU participation as well as the EU logo where the national or regional emblem is used.
TRAVEL, ACCOMMODATION AND CONFERENCE FACILITY - 2005

BREAK-DOWN OF ALLOCATIONS PER DG / SERVICE

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<tr>
<th>COMMISSION DG / SERVICE</th>
<th>PROPOSED AMOUNT</th>
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