

# How to manage Authorities details for approved OPs?

#### **Contents of this guide:**

### **Purpose of this functionality**

Allow the Member State to modify the details of the Authorities for Programmes that have already been approved by a Commission Decision (status is "Decision Taken").

The updated details can be consulted via this functionality (but are not visible in the OP itself, as the OP was approved with the previous Authorities details)

#### **Concerned Funds**

ERDF/CF ESF EFF EAFRD

#### User roles and permission needed

Member State Managing Authority Update (MSMA U)

#### Before you start, check that...

The status of the programme for which you want to change the Authorities details is "Decision Taken".

There is no newer version of the programme in a different status than "Decision Taken".

Disclaimer: The information contained herein is for guidance only and is a description on how to use the SFC2007 application. There can be no guarantees as to the accuracy of the descriptions due to the evolving nature of the computer system. In no way does this information replace the regulations or could be considered as a legal interpretation of the Commission services.

## 1. Get to the Manage Authorities menu

- 1. Go to the Utilities > Current Programme Authorities menu
- 2. The LIST CURRENT PROGRAMME AUTHORITIES SCREEN appears. The list of existing programmes is displayed.

The list only shows the latest versions of the Operational Programmes

User:	Node: HU Version: v2.8.46					Help Home Logout
C.u.	ton for Fund monorous in t					English (en)
	es > Current Programme Authorities > List Current P	rogramme Authoritie	is Community	ly 2007-20	513	
Strategic Planning Pro	gramming Monitoring Execution Audit Evaluat	ion Closure Utiliti	ies			
Search						-
CCI:	Title:					
		Search	Clear			
		bearen	cicui			
List of Operational Pro	ogrammes (Last Versions Only)					
he was the formed advector to a						
to results round, displaying	1 to 12 ( K K K Page(s): 2. Item(s) per page: 12		A Previous	4 Current	4 Last	
CCI z Versio	on z litte	z status	Z Node	Z Node	2 Modified	2 Decision 2
201703163200041	ETC for FTest_2089-0617_wk	Decision Taken	Commission	Commission	39/06/2089	C(2809)80032 - 22/06/2089
TRAFFIC LARGE T	the Construction Pile	Created	Hungary	Hungary	25/08/2008	
TROUCE DEPODING 1	init Castonana invibiolarian	Creation	riungery	condexy.	2010/2010	CD, 2007401000001-1-1
2807HU351R08011	OP HUREGIO CON (1) Plant 241-cc	Decision Taken	Commission	Commission	23/06/2087	01/08/2007
2007HU361P00022	OP HUREGIO CON (2) Prest 241-cc	Created	Hungery	Hangary	82/06/2085	
280740351808022	OP HU REGIO CON (3) Fheat 245-cc	Admissible	Commission	Commission	35/06/2088	
2007142151800042	OP HU RESID IPA (1) Ftert 245-wk	Returned - Par Correction	Commission	Hangary	30/07/2089	
280748351808052	OP HU COM REGIO 256-bc [1] For CP	Created	Hungary	Hungary	35/08/2009	
200714210512000051	test for regreed 100 (NHEEE) - classement per défect - cc	Decision Taken	Commission	Commission	\$4/05/2089	CD-2007Hills1P0008 - 21/12/2007
280748351808071	OP CONV REED 2511 -cc (testing rule 2.15)	Decision Taken	Commission	Commission	\$4/12/2087	Wart - 25/18/2087
1011030100001	GP CP 3.6.33 (anly CP)	Decision Taken	Commission	Carenission	09/01/2008	C(2027) 2799 T - G1/08/2027
101710/001808091	OF HU CON for All, MC, MCB	Decision Taken	Commission	cannission	30/03/2008	HU CON for AS+CR+MCS - 18/09/2007

3. Select the programme for which you want to change the Authorities details by clicking on its CCI.

REMARK

This functionality allows you to change the Authorities details for Approved programmes only. If your programme status is not "**Decision Taken**" or if a newer version of the programme exists (with different status than "Decision Taken"), you can directly modify the Authorities details in the Programme itself!.

**4.** The Authorities overview screen appears:

User: Node: HU Version: v2.8.46					Help Hor	me Logout		
System for Fund main Programming > Operational Program	English	(en) 💌						
Strategic Planning Programming Monitoring Exec	ution Audit Evaluation	Closure Utilities						
return to list								
Version								
Title: My Approved OP Period of Eligibility: 01/01/2007 - 31/12/2011 Commission Decision: Plat - 13/10/2007								
Current Authorities						=		
Туре	Name	Address	Contact	Phone	Fax	Email		
Managing Authority	ma							
Certifying Authority	ca							
Audit Authority	aa							
Edit								

## 2. Edit the Authorities details

5. Click Edit to get to the editing screen.

The edit screen appears.

6. Select the Authority you want to update by clicking on its name:

User: Node: HU	Version: v2.8.46			Help Home Logout
System for 2007 Programming > Op	English (en)			
Strategic Planning Programming M	Aonitoring Execution Audit Evaluation Cl	losure Utilities		
Operational Programme				
CCI: 2007HU161P0007 Version: 1 S Title: My Approved Programme	Status: Decision Taken			
Authorities				- 1
Current Authorities				*
Туре		Name	Er	nail
Managing Authority	My Managing Authority	▲	mr_manager@ma.org	
Certifying Authority	My Certifying Authority	→	mr_certifier@ca.org	
Audit Authority	My Audit Authority	<b></b>	ms_auditor@aa.org	
Return to Display				

a screen shows the existing details of the authority.

User: Node: A	IU Version: v2.8.46			Help Home Logout	1
System for 2007 Programming > 0	or Fund management in the Operational Programme > Edit Operational I	ne European Community 2 Programme	007-2013	English (en) 💌	
Strategic Planning Programming	Monitoring Execution Audit Evaluation	n Closure Utilities			
Operational Programme CCI: 2007HU161P0007 Version: 1 Title: My Approved programme	Status: Decision Taken				
Authorities					
Type: Managing Authority					-
Name: My New Managing Autho Address: Street 20 Contact: Ms New Responsible		^			
Phone: +00 00 00 99	Fax: Email: m	s_new_manager@new_ma.org			
Туре		Name	Ema	hil	
Managing Authority	My Managing Authori	ty .	mr_manager@ma.org		
Audit Authority	My Certifying Author My Audit Authority	Ωγ.	mr_ceromergica.org ms_auditor@aa.org		
Return to Display					

- 7. Modify the details of the selected Authority by overwriting them. You can modify: NAME, ADDRESS, CONTACT PERSON, contact PERSON'S PHONE and FAX number and the contact PERSON'S EMAIL address (1)
- 8. Click Update to update the authority details (2).

The details are updated.

Repeat steps **5** to **8** for each Authority you want to modify

If you create a new version of the programme, the updated details will be automatically copied in the new programme version.

Νοτε

However, these details are not visible in the actual approved **OP version** (as the OP was approved with the previous Authorities details).

#### a. FREQUENTLY ASKED QUESTIONS

- What if the status of the Programme is not "Decision Taken" or if a newer (non approved version) exists? In that case you can edit the Authorities details directly in the concerned OP.
- I've changed the Authorities details, however, I don't see these changes in the OP.

These changed details are not visible in the current approved OP version as the OP was approved with the previous Authorities details.