



SFC2021

Notifications of Other Amendments

Technical Guidelines

Version 1.3

IT data structure of the Notifications of Other Amendments (Article 3 of Regulation (EU) 2026/174) to be submitted by the Member States through SFC2021 for the programming period 2023-2027

Disclaimer: *This document has been prepared by the Commission services for the use by Member States Authorities only. It is not a legally binding document. The content cannot be considered guidance to the Member States or to any other parties. The technical guidelines aim at assisting Member States with encoding data and information in SFC2021. The aim of this document is to outline the technical data structure (Technical Guidelines) that will be used in SFC2021 for the structured exchange of information between Member States and the Commission in accordance with Regulations (EU) 2021/2115 and (EU) 2021/2116. Please note that visually, the pattern for entering data in this SFC application might differ from the way elements are displayed in this document. For feedback on the functionalities of the SFC2021 tool already in production, Member States may send comments to EC-SFC2021-INFO@ec.europa.eu.*

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Table of contents

0	INTRODUCTION	3
0.1	Purpose of this document.....	3
0.2	Scope of this document.....	3
0.3	Intended audience	3
0.4	Notifications of Other Amendments of the CAP Strategic Plan	4
0.5	Important remarks.....	5
0.5.1	Structured approach	5
0.5.2	Limitation for the number of characters	5
0.5.3	Text formatting and files extensions of additional electronic documents	5
0.5.4	Upload of figures (illustration)	5
0.5.5	URL	6
1	STRUCTURE OF NOTIFICATIONS OF OTHER AMENDMENTS (NOA) IN SFC2021	7
1.1	Consultation of the monitoring committee (Article 124(4), point (d) of Regulation (EU) 2021/2115).....	7
1.2	Detailed information on the individual other amendments contained in the notification	7
1.2.1	Short title of the other amendment	7
1.2.2	The description of each proposed other amendment, together with an indication in which part of the CAP Strategic Plan each proposed other amendment is made;	7
1.2.3	Reasons that justify the proposed other amendment and its expected effects	7
1.2.4	A justification why the proposed modification is outside the scope of Article 119(2) of Regulation (EU) 2021/2115;.....	7
1.2.5	For amendments in relation to the Good agricultural and environmental condition ('GAEC') standards 1 and 4, the specific justification referred to in Article 119(9), second subparagraph of Regulation (EU) 2021/2115. Please provide the respective justification.	8
1.2.6	The date or dates of entry into application of the proposed other amendments in the Member State	8
1.2.7	Does any of the changes presented in the notified other amendment have an impact on budget codes (new unit amount(s) created, unit amount(s) deleted, output indicator changed or payment reduction/capping tranches changed for the BISS)?	8
1.2.8	Does any of the changes presented in the notified other amendment have an impact on the annual or total allocations in the fruit and vegetables sector in sections 5.2 or 6.2 of the CAP Strategic Plan?	10
2	DOCUMENTS ANNEXED BY THE MEMBER STATES TO THE NOA	10

0 INTRODUCTION

0.1 Purpose of this document

The aim of this document is to outline the technical data structure (aka: Technical Guidelines) that will be used in SFC2021 for the structured exchange of information between Member States and the European Commission in relation to the notification of other amendments of the CAP Strategic Plan. It is a living document and it is subject to changes, based on the needs for clarification and the development of new features. It should not serve as interpretation of the legal base.

The objective of the document is to provide additional technical information required to design the “Notification of Other Amendments (NOA)” module in SFC. The Technical Guidelines are also useful for the Member State to consider in preparation of the submission of their notifications of other amendments in SFC. It contains additional information orienting the users of links in between the sections. These technical guidelines are one outcome of the IT Working Group involving key business units for the notification of other amendments.

These technical guidelines give additional indications on:

- The type of information required: text; amounts; number...;
- How they will be encoded in SFC: textbox, list, structured table...;
- Whether information is encoded by the Member State or prefilled by SFC or other systems
- Technical dependencies between sections

0.2 Scope of this document

This document is limited to the definition of the technical data structure of the “Notifications of Other Amendments (NOA)”.

0.3 Intended audience

- DG AGRI Business units involved in the definition of the notifications of other amendments of the CAP Strategic Plan
- DG AGRI IT Unit (R.3)
- Member State representatives responsible for the entry of information through the application

0.4 Notifications of Other Amendments of the CAP Strategic Plan

According to Article 119(9) of Regulation (EU) 2021/2115, Member States may make and apply at any time other amendments, than strategic amendments to their CAP Strategic Plans referred to in paragraph 2 of that Article. The notification shall be done by the time the Member State start applying those other amendments and add them to the amended CAP Strategic Plan submitted together with the next request for strategic amendment.

There is no limit as to the number of notifications of other amendments a Member State can make under Article 119(9) of Regulation (EU) 2021/2115.

The Member States shall notify those other amendments to the Commission through SFC2021, the official channel of communication between the Member States and the Commission, pursuant to Article 7(b) of Delegated Regulation (EU) 2026/174. The SFC2021 module to be used is *Notifications of Other Amendments (NOA)* in the part *Programming*. **This module should not be used for the purpose of corrections under Article 119(12) of Regulation (EU) 2021/2115. The correction of the errors is made in the last version of the CAP Strategic Plan approved by the Commission in the Cap Strategic Plan module of SFC2021.**

The Member States have to encode the detailed information on the individual notified other amendments in the structured table of the related section in that module NOA in SFC2021 *‘Detailed information on the individual amendments contained in the notification’*.

Where the Commission does not object to notified amendments within 30 working days from the submission of the notification, the amendments shall have legal effects from the date of the notification. Where a notified amendment is not objected within the time limit of 30 working days, the status of that amendment will be automatically changed into CLOSED BY EC. The not objected notified amendment must be encoded by the Member State in SFC2021 into the amended CAP Strategic Plan accompanying the next request for strategic amendment in that respective module.

The objection made by the Commission to a notified amendment will be submitted to the Member State through the menu Notification of Other Amendments in SFC2021. The status of that notified amendment will be changed by the system in ‘OBJECTED’.

The notified amendments to which the Commission made objections shall not have legal effect. The Member State may include those objected amendments in a request for strategic amendment for approval by the Commission.

A Member State can decide pursuant to Article 4 of Delegated Regulation (EU) 2026/174 to add an objected notified amendment in a previously submitted request for strategic amendment (pending request) that is still under processing on Commission level. In that case the Member State must inform the Commission about its decision by pushing the decision button called ‘MS DECISION TO ADD OBJECTED NOA TO A PREVIOUSLY SUBMITTED REQUEST FOR STRATEGIC AMENDMENT’ in SFC2021. This decision button will be available in the module Notification of Other Amendments only during the 2 WD following the receipt of the objection letter. The status of that notified amendment will be changed by the system in ‘MS DECISION TO ADD OBJECTED NOA TO A PREVIOUSLY SUBMITTED REQUEST FOR STRATEGIC AMENDMENT’.

When the Member State takes the decision to add objected notified other amendment to a previously submitted request for strategic amendment, the CAP strategic plan is automatically returned to Member State. This return allows the Member State to include the objected amendment in the CAP strategic Plan, which must be done within 10 working days from the date of informing the Commission about the decision to include the objected other amendment in the previously submitted request for strategic amendment. Passing this time limit, a blocking rule will apply.

A Member State can withdraw on its request a notification only within 30 working days time limit after the date of submission of the notification. The withdrawal of the notification has to be requested in writing in SFC2021 by the Member State. Where a notification is withdrawn the status of that notification in SFC2021 will be changed in 'WITHDRAWN'. In that case the entire notification is withdrawn. If not the entire notification but only individual amendments of a notification would have to be withdrawn, that can be done through a return for technical correction of the notification. In that case the time will still run, since no 'stop the clock' approach will apply for the assessment and objection of that notified other amendment. The status of the notification will be changed to 'Returned for Technical Correction'. The return has to be requested in writing by the Member State.

0.5 Important remarks

0.5.1 Structured approach

- Electronic table/forms embedded in the system (structured data);
- Data defined as structured cannot be replaced by non-structured data;
- Content of references / hyper-links are not considered as transferred to the Commission;
- Structured data prevails in case of inconsistency with non-structured data.

0.5.2 Limitation for the number of characters

- A **technical limitation** of 70 000 characters (+/- 20 pages) is defined for each of the **rich textual fields**;
- Text exceeding the technical limit will not be accepted by SFC2021 (application and web-services);
- **Specific characters limits** are also defined for certain elements filled by the Member State user ('Short title of the Modification').

0.5.3 Text formatting and files extensions of additional electronic documents

- **Limited text formatting options** (bold-italic-underline/font size/lists/tables). In case of copy/paste from Microsoft Word, text format will be sanitised.
- Not all **files extensions for the annexes** are valid. For an optimal conversion and synchronisation with the applications used by the European Commission, additional documents will be sent with the format extensions .docx, .xlsx and/or .pdf.

0.5.4 Upload of figures (illustration)

- For each rich textual field, **one or several figures** can be uploaded;
- Formats allowed are:
 - JPEG for photographic images;
 - PNG for everything else.
- All figures referring to a textual field can be displayed within the text;
- The size of the figures must be lower than 2Mb and lower than 1772 x 2362 pixels (15 x 10 cm in 300 dpi).
- The total amount size of the figures must be lower than 30 Mb by CAP Strategic Plan version

- The Member State should verify that the images are correctly rendered in the pdf/Word report generated by SFC

0.5.5 URL

- Content given through URL are not considered for the assessment of the notification

1 STRUCTURE OF NOTIFICATIONS OF OTHER AMENDMENTS (NOA) IN SFC2021

1.1 Consultation of the monitoring committee (Article 124(4), point (d) of Regulation (EU) 2021/2115)

Date:

Opinion of the monitoring committee

A short paragraph with the opinion given by the monitoring committee and with information on the main points discussed and/or agreed, including, where relevant, a mention to points where the opinion of the Managing Authority diverged from the opinion of the monitoring committee or from the advice of the European Commission.

1.2 Detailed information on the individual other amendments contained in the notification

*This section stems from the requirements set in Article 3(1) of Commission Delegated Regulation (EU) 2026/174. The Member State will create **one entry per amendment**. The fields below are compulsory.*

1.2.1 Short title of the other amendment

Please indicate in a few words what the change is about.

1.2.2 The description of each proposed other amendment, together with an indication in which part of the CAP Strategic Plan each proposed other amendment is made;

1.2.3 Reasons that justify the proposed other amendment and its expected effects

Please explain in detail the reason(s) for this other amendment and its expected effect. Please indicate what are the general effects of the amendment and the particular effects for the farmers and other beneficiaries.

1.2.4 A justification why the proposed modification is outside the scope of Article 119(2) of Regulation (EU) 2021/2115;

Please justify, why the proposed modification is outside the regulatory scope.

1.2.5 For amendments in relation to the Good agricultural and environmental condition ('GAEC') standards 1 and 4, the specific justification referred to in Article 119(9), second subparagraph of Regulation (EU) 2021/2115. Please provide the respective justification.

When selected, a [text box] allowing for further explanation is made available

Mandatory rich text

1.2.6 The date or dates of entry into application of the proposed other amendments in the Member State

Please select the option and specify the date of entry into application for each proposed other amendment, making reference to the relevant chapter/table in the Plan. If no date applicable, please do not select the option.

Optional Date DD/MM/YYYY

1.2.7 Does any of the changes presented in the notified other amendment have an impact on budget codes (new unit amount(s) created, unit amount(s) deleted, output indicator changed or payment reduction/capping tranches changed for the BISS)?

As notified other amendments can impact budget codes, Member State are requested via SFC2021 to indicate whether the amendments proposed in the notification require the creation or deletion of a budget code, the edition of the output indicator or the edition of reduction/capping tranches. Please note that the creation of the required budget codes will only occur if the amendment is not objected by the Commission, (when the NOA status will change to 'CLOSED BY EC')

Several additions of PUA can be made in the same amendment, or several deletions. However, addition and deletion of PUA, edition of output and edition of tranches, cannot be made simultaneously in the same amendment.

In case the answer is Yes, select the 'Budget code change type' in 1.2.7.1

Yes ☐ No ☐ Mandatory

1.2.7.1 Planned Unit Amount definition

Budget Code change type

Menu of options [only one option is possible]

- Add PUA
- Remove PUA
- Edit output
- Edit tranches

If you select 'Edit output' or 'Edit tranches', please contact the SFC Support team EC-SFC2021-INFO@ec.europa.eu to verify, case by case, the impact on existing budget codes

1.2.7.1.1 Add PUA

1.2.7.1.1.1 Form of intervention

Menu of options [only one option is possible]

- Direct payments
- Rural development
- Sectoral

1.2.7.1.1.2 Type of intervention

[Manual selection of the type of Intervention - only one option is possible]

1.2.7.1.1.3 Intervention Code (MS) – Name

[Manual selection among the list of interventions]

1.2.1.1.4 PUA Code

[Manual encoding. Mandatory. 50 characters max]

1.2.1.1.5 PUA Title

[Manual encoding. 500 characters max]

1.2.1.1.6 PUA Title in English

[Manual encoding. 500 characters max]

1.2.7.1.1 Remove PUA

1.2.7.1.1.1 Form of intervention

Menu of options [only one option is possible]

- Direct payments
- Rural development
- Sectoral

1.2.7.1.1.2 Type of intervention

[Manual selection of the type of Intervention]

1.2.7.1.1.3 Intervention Code (MS) – Name

[Manual selection among the list of interventions for the selected type]

1.2.1.1.4 PUA (MS) - Name

[Manual selection among the list of PUA for the selected intervention]

1.2.8 Does any of the changes presented in the notified other amendment have an impact on the annual or total allocations in the fruit and vegetables sector in sections 5.2 or 6.2 of the CAP Strategic Plan?

Yes ☐ No ☐ Mandatory

A validation rule is implemented here to ensure that the Member States will mandatorily reply to this question.

2 DOCUMENTS ANNEXED BY THE MEMBER STATES TO THE NOA

The document type 'Snapshot of data before send' is generated by SFC2021 with the content of the NOA filled in by the MS. This is required and is always part of the documents annexed to the NOA.

For uploading of additional documents related to the NOA the document type 'Annexes' should be chosen by the Member State. This document type has the character of an 'integral' document being part of the NOA.

