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Annual Accounts and Management Declaration(s)

PURPOSE

This document describes the actions related to transmission in SFC2021 of the Annual Accounts and Management Declaration(s) related to EAGF and EAFRD by Member State to the Commission for each agricultural financial year ('financial year'). The deadline for such transmission is the 15 February of the year following the financial year.

For ease of reading, the document will refer to 'Annual Accounts and Management Declaration(s)' module as only 'Annual Accounts' module.

This 'Annual Accounts and Management Declaration(s)' module is part of the 'Assurance package' that includes:

- Annual Accounts
- Annual performance report
- Audit Opinion and Certification Body report
- Management declarations of the Paying Agency (PA) and the Coordinating Body CoB, as relevant
- An annual summary of the final audit reports (part of the Management Declaration of the PA)

REGULATIONS

The legal base establishing the transmission of the Annual Accounts and Management Declarations is Article 33 of Implementing Regulation (EU) 2022/128 and in particular paragraphs 1(a) and 1(d)

The transmission should be ensured by the Paying Agencies (and/or Coordinating Body, in case of several Paying Agencies), as mentioned in article 3(a) and 3(d) of the Financial Regulation (EU) 2021/2116

ROLES

Roles involved in the Annual Accounts are:

MS Paying Agency (MSPA)	Consult Annual Accounts Record Annual Accounts and Management Declaration of the Paying Agency Sign Annual Accounts and Management Declaration of the Paying Agency Validate Annual Accounts
-------------------------	---

	Prepare Annual Accounts for send to EC Send Annual Accounts (with signature during submission) Request for Revised Annual Accounts by MS Delete Annual Accounts Cancel Annual Accounts Create New Version of Annual Accounts
MS Coordination Body (MSCB), in case of several Paying Agencies	Consult Annual Accounts Record Management Declaration of the Coordinating Body Sign Management Declaration of the Coordinating Body Validate Annual Accounts Prepare Annual Accounts for send to EC Send Annual Accounts (with signature during submission) Request for revised Annual Accounts by MS
MS Certification Authority (MSCT)	Consult Annual Accounts
MS Managing Authority (MSMA)	Consult Annual Accounts

FUNDS

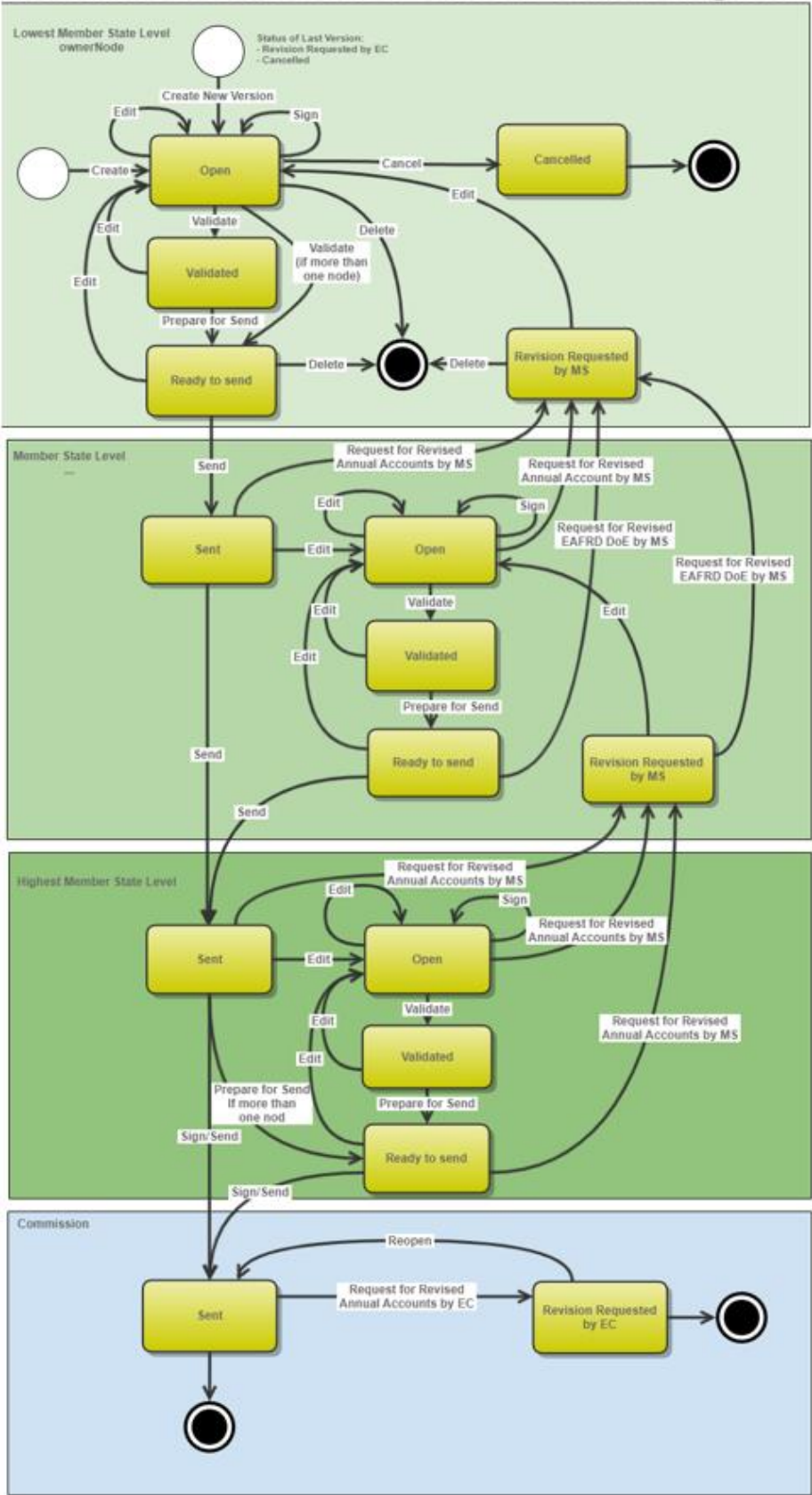
EAGF	EAFRD
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Workflow

This section shows the lifecycle to create and manage the Annual Accounts.

Click [here](#) to see the Annual Accounts workflow diagram in high resolution.

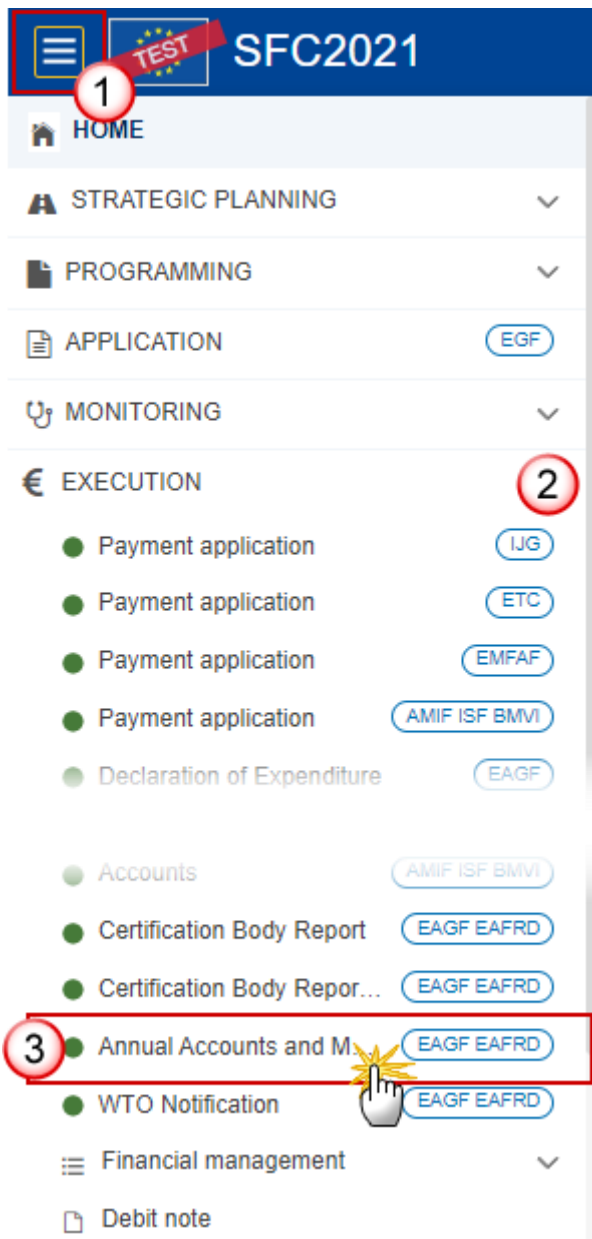
Annual Accounts EAGF EAFRD State Diagram



Create the Annual Accounts

REMARK	<p>The User is an identified User and has the role of MS Paying Agency with Update rights (MSPAu).</p> <p>When creating a new Annual Accounts, all existing versions (last working version) for the same CCI and Fund must be SENT to the Commission or CANCELLED.</p> <p>Only one Annual Accounts per Paying Agency and Financial Period can be created. For this Annual Accounts, a new version can be created by the MS when the previous version has been requested for revision by EC.</p>
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1. To create the Annual Accounts, go to the **EXECUTION** menu and select the **ANNUAL ACCOUNTS AND MANAGEMENT DECLARATION(s)** option:



2. In the search screen click on the **CREATE** button to create a new Annual Accounts:

Accounts List

Show Export Refresh Clear

Create

Paying Agency Code	Paying Agency Name	Funds	Version	Financial period	Status	Status date	Previous node
--------------------	--------------------	-------	---------	------------------	--------	-------------	---------------

You are redirected to the Annual Accounts Creation Wizard:

CREATE ANNUAL ACCOUNTS

Paying agency *

1


Funds *

2

Financial period *

3

Version *

4

National reference

5

Comments

6

Source language *

7

Cancel

Create

8



3. Enter or select the following information:

(1) Select the *Paying Agency*.

The Paying Agency list contains all Paying agencies valid at the moment of the creation of the Annual Accounts, for the country for which the User is registered and for which an Annual Accounts is not yet created for this financial period. The list returns the Paying Agencies code and name.

(2) The *Funds* field is automatically filled and contains the Fund(s) ('EAGF'; 'EAFRD' or 'EAGF, EAFRD') covered by the selected Paying Agency.

(3) Select the *Financial period*.

The first version (YYYY.0) of an Annual Accounts for a given Financial period can only be created and submitted during the Declaration period which is defined as the first day after the end of Financial period until 15/02 of the following year (for Financial period 2023 from 16/10/2022 to 15/10/2023, the Declaration period is 16/10/2023 to 15/02/2024).

For FY2023, the deadline will be 15/02/2024 at midnight.

Users cannot create/send this first version after the end of the Declaration period (= Submission deadline). MS will have to send a request for extension letter to EC (from a different SFC2021 menu because the letter could be also related to APR and CBR), and the European Commission will have to extend this Declaration period for this MS only (for the relevant document(s)). The request for extension has to be submitted by 5th February at the latest.

After the end of the Declaration period, in case of an Annual Accounts version is returned by EC for revision, MS will be able to create and submit a new version.

(4) The version and the Financial period are automatically prefilled by the system at the creation of a new Annual Accounts, depending on the opened Declaration period(s) and depending on the Annual Accounts already created.

(5) Enter the *National reference* if applicable.

(6) Enter the *Comments* if necessary.

(7) Select the *Source language*.

The source language will be used to automatically translate the PDF report generated during the 'Prepare for send action'.

(8) Click on **CREATE**.

The status of the Annual Accounts is **OPEN**.

REMARK	On Create, when the preconditions are met, the initial Annual Accounts structure is created and a Table of Content (ToC)/Navigation Tree is presented, so the User can continue to populate the structured data of the Annual Accounts.
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Record/Edit the Annual Accounts

REMARK	<p>The User is an identified User and has the role of MS Paying Agency or MS Coordination Body with Update rights (MSPAu/MSCBu).</p> <p>When editing a version of an Annual Accounts, its status is OPEN, VALIDATED, READY TO SEND or SENT at the level of the Member State or REVISION REQUESTED BY MS and currently resides on the User's Node.</p> <p>The edition of the Annual Accounts (Annual Declaration (except confirmation check boxes), Difference Explanation, Debtor Ledger, Advances, and Financial Instruments) is only possible through the upload of XML files by MS.</p> <p><u>For Annual Accounts (AA) and Management Declaration Paying Agency (MDPA):</u></p> <p>Only EAGF MSPA users can upload AA and MDPA documents related to an EAGF Paying Agency Annual Accounts.</p> <p>Only EAFRD MSPA users can upload AA and MDPA documents related to an EAFRD Paying Agency Annual Accounts.</p> <p>EAFRD and EAGF MSPA users can upload AA and MDPA documents related to an EAGF/EAFRD Paying Agency Annual Accounts; or upload AA and MDPA documents related to an EAGF Paying Agency Annual Accounts; or upload AA and MDPA documents related to an EAFRD Paying Agency Annual Accounts.</p> <p><u>For Management Declaration Coordinating Body (MDCB):</u></p> <p>Only EAGF MSCB users can upload MDCB documents related to an EAGF Paying Agency Annual Accounts.</p> <p>Only EAFRD MSCB users can upload MDCB documents related to an EAFRD Paying Agency Annual Accounts.</p> <p>EAFRD and EAGF MSCB users can upload MDCB documents related to an EAGF/EAFRD Paying Agency Annual Accounts; or upload MDCB documents related to an EAGF Paying Agency Annual Accounts; or upload MDCB documents for related to an EAFRD Paying Agency Annual Accounts.</p>
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General

This section includes the header data to identify the main characteristics of the Annual Accounts.

Version Information

NOTE	<p>The Version Information contains information on the identification and status of the Annual Accounts Version like the Paying Agency code and name, the Fund(s), the Version Number, the Financial Period and also the Status, Status date, the Current node, Last modified date, and also the National reference, Comments and Source language.</p> <p>Information on Linked CAP plan like Title, CCI, version, Commission decision number/date and Eligibility dates are also displayed.</p> <p>The Version information for the Annual Accounts cannot be modified once the version has been created, only the National reference, the Source language and the Comments can be updated.</p>
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1. Click on the **EDIT** button to enter or modify the *National reference*, the *Source language* or the *comments*:

GENERAL

Version Information



Paying agency	Fund	Version	Financial period	Last modified	Current node	 OPEN
IT01 - Agenzia per le Erogazioni in Agricoltura	EAFRD,EAGF	2023.0	16/10/2022 - 15/10/2023	30/11/2023, 15:04	Abruzzo	

National reference

Source language *

[IT] Italian

Comments

LINKED CAP STRATEGIC PLAN

Title in English

Programme version

Italy CAP Strategic Plan

1.2

Commission decision number

Commission decision date

C(2022)8645

02/12/2022

The Edit details pop-up window appears:

Version Information ⓘ

Paying agency	Fund	Version	Financial period	Last modified	Current node	OPEN
IT01 - Agenzia per le Erogazioni in Agricoltura	EAFRD,EAGF	2023.0	16/10/2022 - 15/10/2023	30/11/2023, 15:04	Abruzzo	

National reference	Source language *
<input type="text"/>	<input type="text" value="[IT] Italian"/>

Comments
<input type="text"/>

LINKED CAP STRATEGIC PLAN

Title in English	Programme version
Italy CAP Strategic Plan	1.2
Commission decision number	Commission decision date
C(2022)8645	02/12/2022
Eligible from	Eligible until




Cancel **Save**

2. Enter or modify the following information if needed:

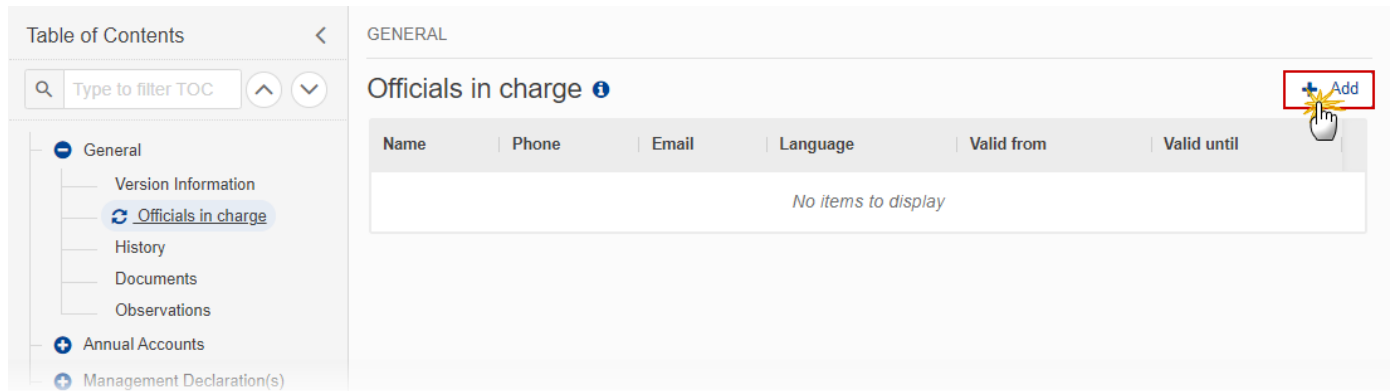
- (1) Enter or modify the *National reference*.
- (2) Modify the *Source language*.
- (3) Enter or modify the *Comments*.
- (4) Click on **SAVE** to save the information.

Officials in Charge

NOTE	Officials in Charge can be updated at any time, independent from the status of the Annual Accounts. Commission Officials (email domain "ec.europa.eu") can only be created/updated/deleted by Commission Users.
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- Click on the **ADD** button  to add a new official in charge.
- Clicking on the **EDIT** icon  of a row will allow you to modify the information of this official.
- Clicking on the **DELETE** icon  of a row will allow you to delete the official in charge selected.

1. Click on the **ADD** button to add a new Official in Charge:



The screenshot shows a web interface for managing 'Officials in charge'. On the left, a 'Table of Contents' sidebar lists sections like 'General', 'Annual Accounts', and 'Management Declaration(s)'. The 'Officials in charge' section is highlighted. The main content area is titled 'GENERAL' and 'Officials in charge'. It features a table with columns: Name, Phone, Email, Language, Valid from, and Valid until. The table is currently empty, showing 'No items to display'. A red box highlights the '+ Add' button in the top right corner, with a hand cursor pointing to it.

The Edit details pop-up window appears:

Officials in charge

Name *

1

Email *

2

Phone

3

Language

4

Valid from



Valid until



5

Cancel

Save

6

2. Enter or select the following information:

(1) Enter the *Name*.

(2) Enter the *Email*.

The format of the Email address will be validated by the system and should be unique.

(3) Enter the *Phone* number.

(4) Select the *Language*.

(5) Enter the *Valid from* and *Valid until* dates.

The *Valid until* date should be greater than the *Valid from* date.

(6) Click on **SAVE** to save the information.

History

This section shows all the actions that have been taken on the Annual Accounts since it was created, for example:

The screenshot shows a user interface with a 'Table of Contents' on the left and a 'History' section on the right. The 'Table of Contents' includes 'General', 'Annual Accounts', and 'Management Declaration(s)'. The 'History' section displays a vertical timeline of actions:

- 30/11/2023 15:16: Action **Edit** on node **Abruzzo (IT01)** by **Gsb, Ste (n0001843)**
- 30/11/2023 15:04: Action **Create** on node **Abruzzo (IT01)** by **Gsb, Ste (n0001843)**

Documents

NOTE	The Documents list shows all documents uploaded against this version of the Annual Accounts by Member State and by Commission. Member State Users see all their own Documents and the sent Commission Documents. Commission Users see all their own Documents, unsent Integral Member State Documents and sent Member State Documents.
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The following documents will be foreseen:





Description	Internal Code	Non-Integral (1)	Integral (2)	System (3)	Required (4)
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Annual Declaration in XML - article 32(1)(a-c)	ACA.ANDE		X		X
Difference Explanation in XML - article 32(1)(d)	ACA.DIEX		X		X
Debtor Ledger in XML - article 32(1)(f)	ACA.DL		X		X
Public storage	ACA.PSTO		X		X
Advances EAGF in XML	ACA.ADV1		X		X
Advances EAGF outside CAP plan - Wine project above 5 million in XML	ACA.ADVWINE		X		X
Advances EAFRD 2023-2027 in XML	ACA.ADV2		X		X
Advances EAFRD 2023-2027 above 5 million in XML	ACA.ADV2B		X		X
Financial Instruments in XML	ACA.FIN		X		X
Management Declaration Paying Agency - Annexes documents	ACA.MDPAA		X		X
Management Declaration Coordinating Body – Annexes documents	ACA.MDCBA		X		X
Other Member State Document	ACA.OM	X			
Snapshot of data before send	SNP.ACASNT		X	X	X

- (1) Document can be sent at any time
- (2) Document will be automatically sent when the Object is sent
- (3) Document automatically created by the system
- (4) Document required in the system before a next action can be executed

Upload & Send Documents

Multiple documents can be uploaded in the Annual Accounts.

- Clicking on the **ADD** button  will open a pop-up window allowing you to add a new document type with attachments.
- Selecting a document row and clicking on the **VIEW** icon  will allow you to view the document information.
- Selecting a document row and clicking on the **EDIT** icon  will allow you to modify the document information. If a document of type 'Other Member State Document' must be sent, you can select the edit icon in order to send the document.
- Selecting a document row and clicking on the **DELETE** icon  will allow you to delete the document and all attachments.

REMARK	<p>Integral Documents are only sent - together with the encoded/uploaded data – once the Annual Accounts is sent to the EC.</p> <p>Referential/non-integral Documents (ie. 'Other Member State Document') can be sent at any time independently of the status of the Annual Accounts.</p> <p>The 'Other Member State Document' type demands a manual submission (they are NOT sent automatically when the object is sent to the EC).</p> <p>A non-integral document is only visible to the Commission when the SENT DATE is visible.</p>
---------------	---

1. Click on the **ADD** button to add a new document:

Table of Contents < GENERAL

Documents ⓘ

DOCUMENTS ANNEXED TO THIS VERSION + Add

Title	Document Type Id	Document Date	Local Reference	Commission Reference	Stat

No validation result available

The Edit document details pop-up window appears:

Document

Document title * 1

Document type * 2 Document date * 3

Local reference 4

ATTACHED FILES + Add 5

Title	Type	Language	File / Upload	Action

2. Enter or select the following information:

(1) Enter a *Document Title* for your Document.

(2) Select a *Document Type*.

(3) Enter a *Document Date*.

The system automatically fills the field with today's date, but this can be modified.

(4) Enter a *Local reference*.

(5) Click on the **ADD** button to add a new attachment:

- You can add multiple attachments related to the same part of the annual accounts by clicking on the **ADD** button (e.g. separate files for the annual declaration of EAGF and EAFRD under the annual declaration file type).
- You can remove unwanted attachments by selecting the attachment and clicking on the **REMOVE** button.

The **Attached files** window becomes editable:

ATTACHED FILES + Add

Title	Type	Language	File / Upload	Action
Integral doc	Main	English	Browse Choose file	

Cancel **Save**

3. Enter or select the following information:

(1) Enter a *Title* for your attachment.

(2) Select the *Type* of the document.

It is possible to select from these 4 types: Annex, Cover Letter, Main or Translation.

(3) Select the *Language* of the document.

(4) Click on **BROWSE** to select the file that you want to add as an attachment.

(5) After the attachments are uploaded click on **SAVE**.

REMARK	Integral document types will only display the SAVE button and will be sent when the Annual Accounts is sent to the Commission. Non-integral document types (such as ‘Other Member State Documents’) will display the SAVE button and a SAVE & SEND button, and must be sent independently of the Annual Accounts.
---------------	--

Send an unsent non-integral document

1. Once the document and attachment(s) have been uploaded click on the **EDIT** icon in the row containing the unsent document:

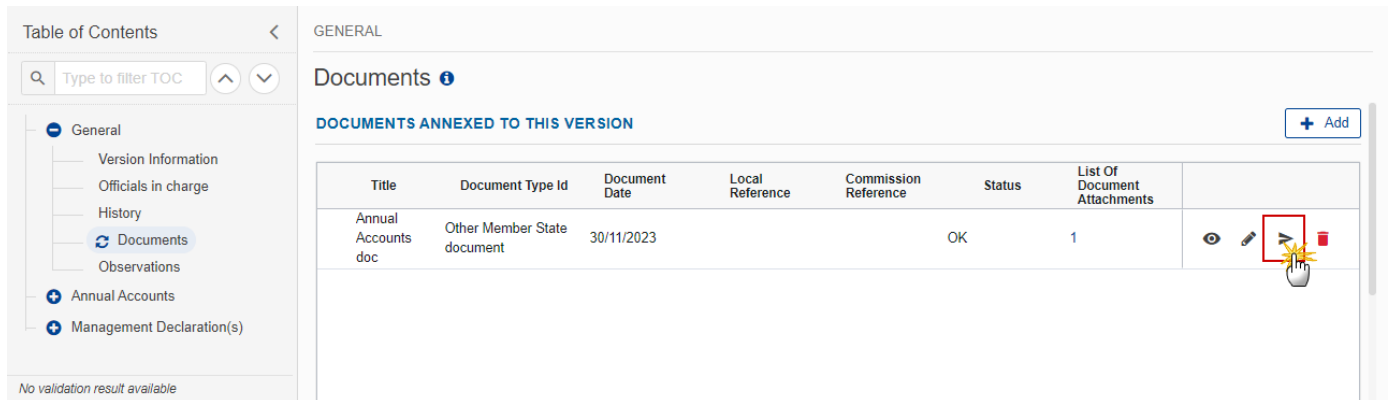



Table of Contents <

GENERAL

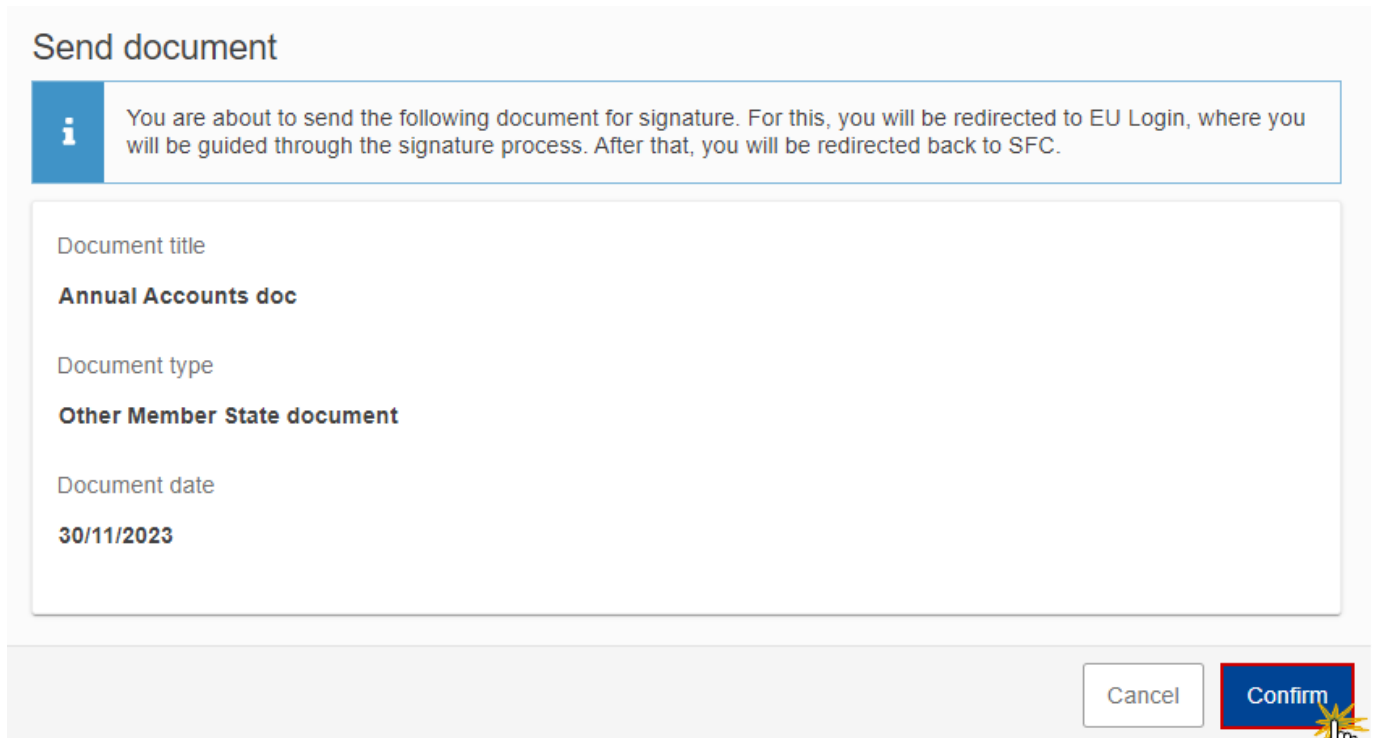
Documents ⓘ

+ Add

Title	Document Type Id	Document Date	Local Reference	Commission Reference	Status	List Of Document Attachments	
Annual Accounts doc	Other Member State document	30/11/2023			OK	1	

No validation result available

2. Click on **CONFIRM** to send the document to the Commission. For completing this action, the User will be redirected to the EU Login signature page:



Send document

i You are about to send the following document for signature. For this, you will be redirected to EU Login, where you will be guided through the signature process. After that, you will be redirected back to SFC.

Document title
Annual Accounts doc

Document type
Other Member State document

Document date
30/11/2023

Cancel **Confirm**

REMARK	The SAVE & SEND button will only be shown for documents which are not integral part of the Object and after at least one attachment was added.
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Delete an unsent document

REMARK	Only unsent documents can be deleted.
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1. In the row of a previously uploaded unsent document click on the **DELETE** icon to delete the document and associated attachments:

The screenshot shows a web application interface with a sidebar on the left and a main content area on the right. The sidebar contains a 'Table of Contents' section with a search bar and a list of menu items: General, Version Information, Officials in charge, History, Documents (highlighted), Observations, Annual Accounts, and Management Declaration(s). The main content area is titled 'GENERAL' and 'Documents'. Below this, there is a section 'DOCUMENTS ANNEXED TO THIS VERSION' with an '+ Add' button. A table lists documents with columns: Title, Document Type Id, Document Date, Local Reference, Commission Reference, Status, and List Of Document Attachments. The first row contains: Annual Accounts doc, Other Member State document, 30/11/2023, (empty), (empty), OK, 1. In the action column of this row, there are icons for view, edit, and delete. A red box highlights the delete icon, which is a trash can, and a mouse cursor is clicking on it.

Title	Document Type Id	Document Date	Local Reference	Commission Reference	Status	List Of Document Attachments	
Annual Accounts doc	Other Member State document	30/11/2023			OK	1	

A confirmation window appears:

Delete document



Are you sure you want to delete the document with title "Annual Accounts doc"?
This action cannot be undone.

Cancel

OK



2. Click on **OK** to confirm deletion. Click on **CANCEL** to return to the document section.

Validate an uploaded XML document

REMARK	The system automatically validates the XML documents during the upload phase. XML file(s) in status ERROR (E) cannot be submitted to the Commission. MS must correct these errors by uploading a new, corrected file (or by deleting it, if necessary).
---------------	--

Find the list of all XML validation rules that apply when a User upload an XML file in the system:

All XML files			
(Document type = ACA.ANDE / ACA.DIEX / ACA.DL / ACA.ADV1 / ACA.ADV2 / ACA.ADV2B /ACA.FIN)			
Code	Severity	Description	Error Message
ACA_XML_000	ERROR	Validate file structure	XML file structure NOT correct, please upload a correct file
ACA_XML_030	ERROR	Validate amount format	Amount format NOT correct. Amount format ({{arg0}}) NOT correct. The format should be [N(15,2)](=Number 15/, or ./Number 2), please upload a corrected file.

ACA_XML_040	ERROR	Validate Financial period	
ACA_XML_060	ERROR	Validate Paying Agency code	
ACA_XML_070	ERROR	Validate Currency code	The Currency code is not correct, if should be 'EUR". For Debtor Ledger, it should be 'EUR' or '{{0}}'
ACA_XML_080 (doesn't apply to ACA.DL and ACA.ADV2B)	ERROR	Validate that the Budget codes are unique	The Budget code "{{arg0}}" is not unique

Annual Declaration in XML (Document type = ACA.ANDE)			
Code	Severity	Description	Error Message
ACA_XML_100	ERROR	Validate Budget codes in Annual Declaration	<p>The Budget code "{{arg0}}" is not valid. It should be related to a Planned Unit Amount inside CAP Strategic plan (27 digits) present in the EAGF or EAFRD CAP Strategic Plan nomenclature for this Financial Year.</p> <p>Or it should be present in the outside CAP Strategic plan nomenclature for this Financial Year.</p> <p>It should also be also defined in the relevant section of the XML file <annualdeclarationEAGF> or <annualdeclaratioEAFRD></p>

ACA_XML_110	ERROR	<p>Validate that all EAGF Budget codes declared in the Monthly Declarations for this Financial year are also declared in Annual Declaration</p> <p><i>Details:</i></p> <p><i>Column 4 for EAGF (the cumulative amounts for the financial year) and the last column for EAFRD (column 10')</i></p> <p><i>In the error Message, display the first 10 missing EAGF budget codes</i></p>	<p>Budget codes (amounts <> 0) declared in the EAGF Monthly</p> <p>Declarations during this Financial Year should also be declared in this Annual Declaration (If nothing to declare, declare 0 amount for a Budget code)</p> <p>Following EAGF Budget codes are missing:</p> <p>XXXXXXXXXXXXX</p> <p>XXXXXXXXXXXXX</p> <p>XXXXXXXXXXXXX</p>
ACA_XML_120	ERROR	<p>Validate that all EAFRD Budget codes declared in the Quarterly Declarations for this Financial year are also declared in Annual Declaration</p> <p><i>Details:</i></p> <p><i>last column of the Quarterly Declaration for EAFRD (column 10')</i></p> <p><i>In the error Message, display the first 10 missing EAFRD budget codes</i></p>	<p>Budget codes (amounts <> 0) declared in EAFRD Quarterly during this Financial Year should also be declared in the Annual Declaration (If nothing to declare, declare 0 amount for a Budget code)</p> <p>Following EAFRD Budget codes are missing:</p> <p>XXXXXXXXXXXXX</p> <p>XXXXXXXXXXXXX</p> <p>XXXXXXXXXXXXX</p>

Difference Explanation in XML			
(Document type =ACA.DIEX)			
Code	Severity	Description	Error Message

ACA_XML_200	ERROR	Validate the Budget codes in Difference Explanation	The Budget code “{{arg0}}” is not valid. It should be related to a Budget code provided in the Annual Declaration. It should also be defined in the relevant section of the XML file <ifferencesEAGF> or <ifferencesEAFRD>
ACA_XML_210	ERROR	Validate that the Difference explanation code (expCode) is valid for the related Budget code	Difference Explanation code (expCode) “{{arg0}}” is not valid for Budget code “{{arg1}}”
ACA_XML_220	ERROR	Validate that the Difference amounts is explained for each Budget code	for Budget code “{{arg1}}” the Difference amount is not explained (Discrepancy after Reconciliation (column 8) should be equal to 0 EUR)

Debtor Ledger in XML (Annex V) (Document type = ACA.DL)			
Code	Severity	Description	Error Message
ACA_XML_310	ERROR	Validate that amounts for ‘Balance 15 October N-1’; ‘Total new cases’; ‘Total interest’ are >= 0	Amounts for ‘Balance 15 October N-1’ or ‘Total new cases’ or ‘Total interest’ are not all >= 0
ACA_XML_320	ERROR	Validate that amounts for ‘Total recoveries’ and ‘Total irrecoverable’ are <=0	Amounts for ‘Total recoveries’ or ‘Total irrecoverable’ are not <=0

Advances EAGF in XML (Annex 4(a)(i)) (Document type = ACA.ADV1.)			
Code	Severity	Description	Error Message

ACA_XML_400	ERROR	Validate Budget codes in Advances EAGF	<p>The Budget code “{{arg0}}” is not valid. It should be related to a sector inside CAP Strategic plan (8 or 10 digits for other sectors) present in the CAP Strategic Plan nomenclature for this Financial year.</p> <p>Or it should be related to a sector outside CAP plan (8 digits) present in the EAGF outside CAP Strategic Plan nomenclature for this Financial year.</p> <p>It should also be also defined in the relevant section of the XML file <advanceInsideCSP> or <advanceOutsideCSP></p>
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Advances EAGF Wine >5M in XML (Annex 4(a)(i))			
(Document type = ACA.ADVWINE)			
Code	Severity	Description	Error Message
ACA_XML_450	ERROR	Validate Budget codes in Advances EAGF Wine above 5 Million	<p>The Budget code “{{arg0}}” is not valid. It should be related to a WINE sub-sector (15 digits sub-items that start by 08 02 03 07) presents in the EAGF outside CAP Strategic Plan nomenclature for this Financial year.</p>

Advances EAFRD 2023-2027 in XML (Annex 4(d))			
(Document type = ACA.ANDE)			
Code	Severity	Description	Error Message

ACA_XML_500	ERROR	Validate Budget codes in Advances EAFRD 2023-2027	The Budget code “{{arg0}}” is not valid. It should be related to an EAFRD Type of Intervention (12 digits) defined in the EAFRD inside CAP Strategic Plan nomenclature for this Financial Year
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Financial Instruments in XML (Annex 5(d))			
(Document type = ACA.FIN)			
Code	Severity	Description	Error Message
ACA_XML_700	ERROR	Validate Budget codes in Financial Instrument	The Budget code “{{arg0}}” is not valid. It should be related to an EAFRD Type of Intervention (12 digits) defined in the EAFRD inside CAP Strategic Plan nomenclature for this Financial Year

Consult an uploaded XML document

NOTE	For each XML file displayed on the screen, the number of Errors (E) and Warnings (W) that occurred during the execution of the XML business rules validation will be displayed.
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1. Click on the arrow to consult the details of the uploaded document:

Table of Contents < GENERAL

Documents ⓘ

DOCUMENTS ANNEXED TO THIS VERSION + Add

Title	Document Type Id	Document Date	Local Reference	Commission Reference	Status	List Of Document Attachments	
ad	Annual Declaration in XML	07/11/2023			OK	1	
AD correct	Annual Declaration in XML	07/11/2023			OK	1	
> diffx correct	Difference Explanation in XML	07/11/2023			OK	1	
> DL corr	Debtor Ledger in XML	07/11/2023			OK	1	
> EAGF adv	Advances EAGF in XML	07/11/2023			OK	1	
> EAFRD adv	Advances EAFRD 2023-2027 in XML	07/11/2023			OK	1	
> EAFRD 5 mln	Advances EAFRD 2023-2027 above 5 million in XML	07/11/2023			OK	1	

The file details now appear:

GENERAL

Documents ⓘ

DOCUMENTS ANNEXED TO THIS VERSION + Add

Title	Document Type Id	Document Date	Local Reference	Commission Reference	Status	List Of Document Attachments	Sent Date																	
ad	Annual Declaration in XML	07/11/2023			OK	1																		
<table border="1"> <thead> <tr> <th>Title</th> <th>File name</th> <th>Upload date</th> <th>User</th> <th>File status</th> <th>E</th> <th>W</th> <th></th> </tr> </thead> <tbody> <tr> <td>incorrect</td> <td>annual-declaration_RO_ir</td> <td>07/11/2023</td> <td>AGRITEST, TEST MS US</td> <td>OK</td> <td>0</td> <td>0</td> <td> 1 4</td> </tr> </tbody> </table>									Title	File name	Upload date	User	File status	E	W		incorrect	annual-declaration_RO_ir	07/11/2023	AGRITEST, TEST MS US	OK	0	0	1 4
Title	File name	Upload date	User	File status	E	W																		
incorrect	annual-declaration_RO_ir	07/11/2023	AGRITEST, TEST MS US	OK	0	0	1 4																	
AD correct	Annual Declaration in XML	07/11/2023			ERROR	1																		
<table border="1"> <thead> <tr> <th>Title</th> <th>File name</th> <th>Upload date</th> <th>User</th> <th>File status</th> <th>E</th> <th>W</th> <th></th> </tr> </thead> <tbody> <tr> <td>AD correct EAGF and EA</td> <td>annual-declaration_RO_n</td> <td>07/11/2023</td> <td>AGRITEST, TEST MS US</td> <td>ERROR</td> <td>4</td> <td>0</td> <td> 1 2 3 4</td> </tr> </tbody> </table>									Title	File name	Upload date	User	File status	E	W		AD correct EAGF and EA	annual-declaration_RO_n	07/11/2023	AGRITEST, TEST MS US	ERROR	4	0	1 2 3 4
Title	File name	Upload date	User	File status	E	W																		
AD correct EAGF and EA	annual-declaration_RO_n	07/11/2023	AGRITEST, TEST MS US	ERROR	4	0	1 2 3 4																	

2. Different actions are possible based on the File Status (**OK** or **ERROR**):

(1) View the file.

(2) View the list of Errors and Warnings detected in the file.

In case of Warnings only, the File Status will be OK.

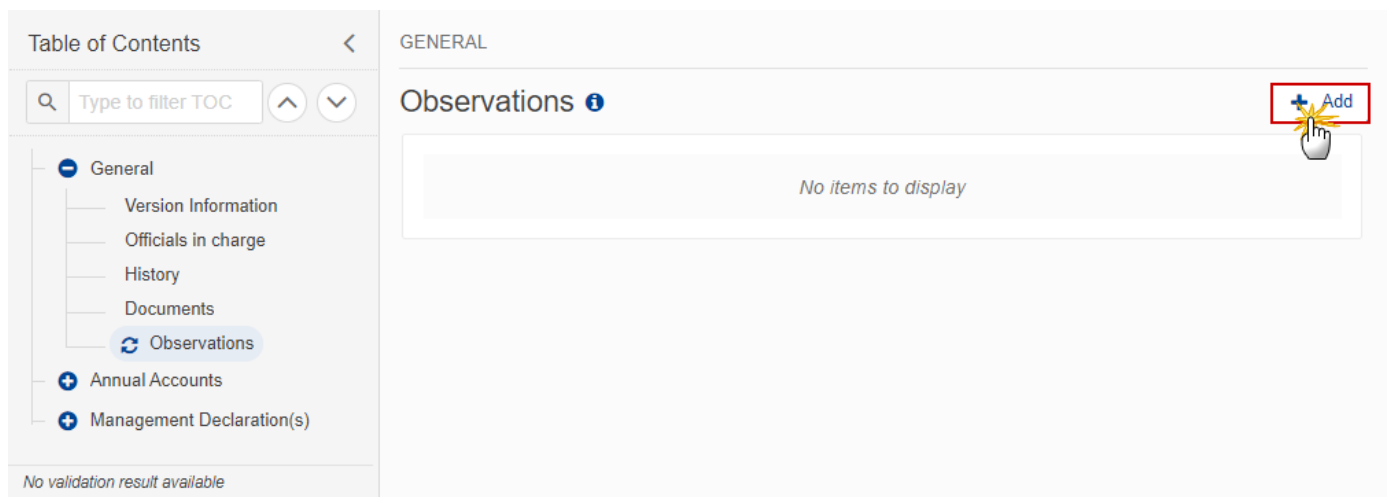
(3) View the file with the Errors and Warnings on the corresponding lines.

(4) Delete the file. This feature is useful if a file is used for testing purposes or to delete a file with errors.

Observations

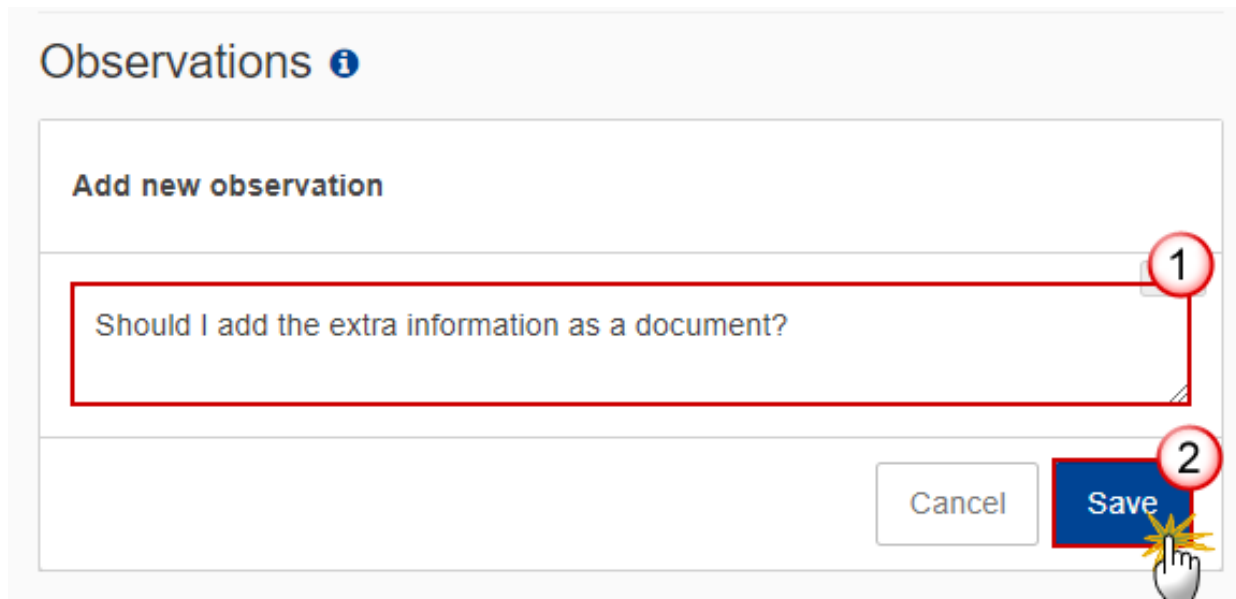
NOTE	<p>This section is used to provide any relevant information to the Annual Accounts. It can be used as a type of 'chat' between the Member State and Commission.</p> <p>All Users who have Read permission on the Annual Accounts will be able to read all Observations in the conversation.</p> <p>All Users who have Update permission on the Annual Accounts will be able to send an observation and participate in the conversation.</p> <p>All observations are kept against the specific version of the Annual Accounts.</p> <p>The observation is added below the Observations box and includes the username, the date and time of the post.</p>
-------------	--

1. Click on the **ADD** button to add an observation:



The screenshot shows a user interface for 'Observations'. On the left is a 'Table of Contents' sidebar with a search bar and a list of categories: General (expanded), Version Information, Officials in charge, History, Documents, Observations (highlighted), Annual Accounts, and Management Declaration(s). The main area is titled 'GENERAL' and 'Observations'. It contains a large empty box with the text 'No items to display'. In the top right corner of this box, there is a red-bordered button with a plus sign and the text 'Add'. A mouse cursor is pointing at this button.

The Add new observation screen appears:



Observations ⓘ

Add new observation

Should I add the extra information as a document?

Cancel Save

2. Enter the following:

- (1) Enter an observation.
- (2) Click on **ADD** to save the information.

Annual Accounts

NOTE	The Annual Accounts section has to be edited and signed once all data have been inserted through the XML files
-------------	---

1. Click on the **EDIT** button to select the information:

Table of Contents < Annual Accounts ⓘ

Search: Type to filter TOC

- General
- Annual Accounts
 - Annual Declaration
 - Debtor Ledger
 - Public Storage
- Accounting/Financial Instrume
- Management Declaration(s)

No validation result available

I hereby confirm that

- expenditure
- assigned revenue
- details of each movement of intervention storage

is held on the paying agency's files and accounting records (article 32(1)(i) of Implementing Regulation(EU) 2022/128)

Edit

The Edit details pop-up window appears:

Annual Accounts ⓘ

I hereby confirm that

- expenditure
- assigned revenue
- details of each movement of intervention storage

is held on the paying agency's files and accounting records (article 32(1)(i) of Implementing Regulation(EU) 2022/128)

Cancel Save

2. Select the following:

(1) Tick the box(es) for the desired option(s).

(2) Click on **SAVE** to save the information and sign the Annual Accounts.

REMARK	To sign the Annual Accounts section, the User must have the role of MS Paying Agency with Update rights (MSPAu).
---------------	---

3. Click on the **SIGN ANNUAL ACCOUNTS** button to sign the Annual Accounts:

Annual Accounts ⓘ

Edit

I hereby confirm that

- expenditure
- assigned revenue
- details of each movement of intervention storage

is held on the paying agency's files and accounting records (article 32(1)(i) of Implementing Regulation(EU) 2022/128)

SIGN ANNUAL ACCOUNTS FOR DK02

4. Click on **OK** to confirm the signing of the Annual Accounts. For completing this action, the User will be redirected to the EU Login signature page:

Signature required to execute action

For completing this action, you will be redirected to the EU Login signature page.


Cancel **OK**

REMARK	When the form is updated or when a document (XML or non-XML) is uploaded or deleted, the Annual Accounts signature is revoked and the User will have to sign again.
---------------	---

Annual Declaration

Data are populated from the XML file(s) upload:

ANNUAL ACCOUNTS

Annual Declaration 

Amounts in: EUR

[Annual Declaration\[EAGF,EAFRD\]](#) [Diff explanation\[EAGF,EAFRD\]](#)

Budget Code	Nomenclature	Annual Declaration Amount	Sum of Periodic (Monthly/Quarterly) Declarations	Original Discrepancy	Explained Amounts	Explanation codes	Discrepancy after Reconciliation
08 02 03 02 3801 595	Third countries - programme 1 - interim payment - R.2015/1831, Art.14 - decision C(2019)7432 - BE, DK, DE, IE, EL, ES, FR, IT, LV, LT, NL, PL, SI	512 000.00	512 496.00	-496.00	-496.00	A03. Misposting error (data input on wrong budget code)	0.00
08 02 03 04 0000 016	School milk - supply and distribution of products - R.1308/2013, Art.23(1)(a) - 2019/2020	-517.24	-517.24	0.00			0.00
08 02 05 04 0000 046	Basic payment scheme - without financial discipline - 0% Reduction of payments - R.1307/13, Art.22 - calendar year 2021 - BE, DK, DE, IE, EL, ES, FR, HR, IT, LU, MT, NL, AT, PT, SI, FI, SE	223 554.68	223 554.68	0.00			0.00
08 02 05 12 0000 009	Reimbursement of appropriations carried over from financial year 2022 - financial discipline - R.2021/2116, Art.17(3) - BE, BG, CZ, DK, DE, EE, IE, EL, ES, FR, IT, CY, LV, LT, LU, HU, MT, NL, AT, PL, PT, RO, SI, SK, FI, SE	11 497 942.56	11 497 942.56	0.00			0.00
62 00 00 00 0003 026	Cross compliance - 75% - R.1306/13, Art.100 - 2019	-4 000.00	-4 543.98	543.98	543.98	off error (amount in Annual Declaration but not reported in T104) 540.00 EUR; A05. Cut-off error	0.00

Debtor Ledger

Data are populated from the XML file upload:

Table of Contents <

ANNUAL ACCOUNTS

Debtor Ledger ⓘ DL ok

Amounts in: EUR

Fund	Balance 15 October 2022	Total "new cases" (financial year 2023)	Total "corrections" (financial year 2023)	Total "interest" (financial year 2023)	Total "recoveries" (financial year 2023)
EAGF	25 000.00	15 000.00	-2 800.00	2 000.00	-8 500.00
EAFRD	15 000.00	7 500.00	1 450.00	1 200.00	-4 000.00
Total	40 000.00	22 500.00	-1 350.00	3 200.00	-12 500.00

Public Storage

NOTE	The Public Storage document type can be either uploaded here or from the General>Documents section.
-------------	---

1. Click on the **ADD** button to add a Public Storage document type:

Table of Contents <

ANNUAL ACCOUNTS

Public Storage ⓘ

DOCUMENTS ANNEXED TO THIS VERSION + Add

Title	Document Type Id	Document Date	Local Reference	Commission Reference	Status	List Of Document Attachments

No validation result available

The Add document pop-up window appears:

Document

Document title * 255

Document type * Document date *

Please select a value from the list 04/12/2023

Local reference 255

ATTACHED FILES + Add

Title	Type	Language	File / Upload	Action
No Rows To Show				

Cancel Save

2. Follow instructions on how to upload and send documents [here](#).

Accounting/Financial Instrument

Advances EAGF

Advances EAGF within CAP Strategic Plan

NOTE	Confirmation of advances paid during Financial Year YYYY or previous Financial Years and still to be cleared and unused as at 15/10/ YYYY - market measures (within CAP Strategic Plan).
-------------	--

Data are populated from the XML file upload:

Table of Contents <

ANNUAL ACCOUNTS → Accounting/Financial Instrument → Advances EAGF

Confirmation of advances paid during Financial Year 2023 or previous Financial Years and still to be cleared and unused as at 15/10/2023 - market measures (within CAP Strategic Plan) [Advances EAGF](#)

Amounts in: EUR

Budget Code	Interventions in agricultural markets under the CAP Strategic Plans	Closing balance of EAGF advances still to be cleared as at 15/10/2023 (at the end of financial year 2023) in Euro	Closing balance of EAGF advances still to be used as at 15/10/2023 (at the end of financial year 2023) in Euro
08 02 02 01	FV - Fruit and Vegetables(42(a))	20 500 000.00	1 000 000.00
08 02 02 02	API - Apiculture products(42(b))	1 500 000.00	1 200 000.00
Total		22 000 000.00	2 200 000.00

No validation result available

Advances EAGF outside CAP Strategic Plan

NOTE	Confirmation of advances paid during Financial Year YYYY or previous Financial Years and still to be cleared and unused as at 15/10/ YYYY - market measures (outside CAP Strategic Plan).
-------------	---

Data are populated from the XML file upload:

Table of Contents <

ANNUAL ACCOUNTS → Accounting/Financial Instrument → Advances EAGF

Confirmation of advances paid during Financial Year 2023 or previous Financial Years and still to be cleared and unused as at 15/10/2023 - market measures (outside CAP Strategic Plan) [Advances EAGF](#)

Amounts in: EUR

Budget Code	Interventions in agricultural markets outside the CAP Strategic Plans	Closing balance of EAGF advances still to be cleared as at 15/10/2023 (at the end of financial year 2023) in Euro	Closing balance of EAGF advances still to be used as at 15/10/2023 (at the end of financial year 2023) in Euro
08 02 03 02	Promotion of agricultural products — Simple programmes under shared management	1 000 000.00	1 000 000.00
08 02 03 04	School schemes	1 000 000.00	1 000 000.00
Total		2 000 000.00	2 000 000.00

No validation result available

Advances EAGF – Wine above 5 Million - Outside CAP Strategic Plan

NOTE	Confirmation of advances paid during Financial Year YYYY or previous Financial Years onwards and still to be cleared and unused as at 15/10/ YYYY - WINE measures projects above EUR 5 million.
-------------	---

Data are populated from the XML file upload:

Confirmation of advances paid during Financial Year 2023 or previous Financial Year to be cleared and unused as at 15/10/2023 - WINE measures projects above EUR 5 million* [Advance EAGF Wine above 5M](#)

Budget Code	Market-related expenditure outside the CAP Strategic Plans	Closing balance of EAGF advances still to be cleared as at 15/10/2023 (at the end of financial year 2023) in Euro	Closing balance of EAGF advances still to be used as at 15/10/2023 (at the end of financial year 2023) in Euro
08 02 03 07 0000 014	Promotion - measures within the Union - advances - R.1308/13, Art.45(1)(a)	1 000 000.00	700 000.00
08 02 03 07 0000 016	Promotion - third countries - advances - R.1308/13, Art.45(1)(b)	800 000.00	60 000.00
Total		1 800 000.00	760 000.00

* For these projects in the wine sector, Member States will communicate to DG AGRI the balance as of 15/10/2022 of un-cleared and un-used advances, the latter based on information provided by beneficiaries according to Article 21 of Commission Implementing Regulation No 2016/1150 of 15 April 2016

Advances EAFRD

Advances EAFRD 2023-2027

Data are populated from the XML file upload:

Table of Contents

Search: Type to filter TOC

- General
- Annual Accounts
 - Annual Declaration
 - Debtor Ledger
 - Public Storage
- Accounting/Financial Instrument
 - Advances EAGF
 - Advances EAFRD
 - Advances EAFRD 2023-2027
 - Advances EAFRD 2023-2027 above 5 millions
 - Financial Instruments
- Management Declaration(s)

ANNUAL ACCOUNTS → Accounting/Financial Instrument → Advances EAFRD

Uncleared advances paid under types of interventions of the 2023-2027 programming period under EAFRD [EAFRD adv](#)

Amounts in: EUR

Budget Code	Type of Intervention	Balance of advances still to be cleared as at 15/10/2023 (EAFRD contribution) in Euro
08 03 01 01 00 01	ENVCLIM - Environmental, climate-related and other management commitments	1 000 000.00
08 03 01 01 00 02	ANC - Natural or other area-specific constraints	1 000 000.00
Total		2 000 000.00

Advances EAFRD 2023-2027 above 5 millions

Data are populated from the XML file upload:

Table of Contents

ANNUAL ACCOUNTS → Accounting/Financial Instrument → Advances EAFRD

Unused advances paid under the types of intervention of the 2023-2027 programming period for projects with a support exceeding EUR 5 million under EAFRD contribution

Amounts in: EUR

Uncleared advances as of 15/10/2023 (EAFRD contribution) in Euro	Unused advances as of 15/10/2023 (EAFRD contribution) in Euro
2 000 000.00	1 000 000.00

Financial Instruments

Data are populated from the XML file upload:

Table of Contents < ANNUAL ACCOUNTS → Accounting/Financial Instrument → Advances EAFRD

EAFRD contribution paid to financial instruments as referred to in Article 80 of Regulation (EU) 2021/2115 for programming period 2023-2027 - situation at 15/10/2023 [FI](#)

Amounts in: EUR

Budget Code	Type of Intervention	Total cumulated fund capital declared by the Paying Agency to the European Commission in the quarterly Declarations since 01/01/2023 (Total public including EAFRD and National)	Total cumulated fund capital paid by the European Commission to the Paying Agency since 01/01/2023 (only EAFRD part)	Total cumulated EAFRD contributions considered as eligible expenditure in the meaning of Art. 80 since 01/01/2023 (only EAFRD part)*	Total EAFRD non used**
08 03 01 01 00 04	INVEST - Investments, including investments in irrigation	12 000 000.00	11 000 000.00	1 500 000.00	9 500 000.00
08 03 01 01 00 05	investments in setting up or young farmers and new farmers and rural business start-ups	2 000 000.00	1 000 000.00	500 000.00	500 000.00
Total		14 000 000.00	12 000 000.00	2 000 000.00	10 000 000.00

* Total EAFRD cumulative amount of programme contributions effectively paid (EUR) as eligible expenditure in the meaning of Article 80 of Regulation (EU) 2021/2115 at 15/10/2023 (cumulative since the beginning of the programming period 2023-2027, i.e. financial year 2023).

** As referred to in Article 32 (j) of Commission Implementing Regulation (EU) No 128/2022. The addition of the total EAFRD non used expenditure with the total EAFRD eligible expenditure equal the total EAFRD amount available at the date indicated in the table.

No validation result available

Management Declaration(s)

Management Declaration – Paying Agency

1. Click on the **EDIT** button to enter the information:

Table of Contents < MANAGEMENT DECLARATION(S)

Search: Type to filter TOC

- General
 - Version Information
 - Officials in charge
 - History
 - Documents
 - Observations
- Annual Accounts
- Management Declaration(s)
 - Management Declaration - Paying Agency**
 - Management Declaration - Coordination Body
 - Annexed Documents

No validation result available

Management Declaration - Paying Agency

MANAGEMENT DECLARATION - Paying Agency

as referred to in Article 4

I, ___ Director of the Paying Agency **IT01 - Agenzia per le Erogazioni in Agricoltura**, present the accounts for this Paying Agency for the financial year 16/10/2022 to 15/10/2023.

I declare, based on my own judgement and on the information at my disposal, including, inter alia, the results of work of the internal audit service, that:

- the accounts presented give, to the best of my knowledge, a true, complete and accurate view of the expenditure and receipts for the financial year referred to above. In particular, all debts, advances, guarantees and stocks known to me have been recorded in the accounts, and all receipts collected relating to the EAGF and the EAFRD have been properly credited to the appropriate funds;
- I have put in place a system which provides reasonable assurance:

The expenditure entered in the accounts was used for its intended purpose, as defined in Regulation (EU) 2021/2116.

Furthermore, I confirm that effective and proportionate anti-fraud measures under Article 59 of Regulation (EU) 2021/2116 are in place and take account of the risks identified.

Finally, I confirm that I am not aware of any undisclosed matter which could be damaging to the financial interest of the Union.

Date: ___

e-Signature (director of the Paying Agency): ___

selected block

Director of the Paying Agency *

The Edit details pop-up window appears:

Management Declaration - Paying Agency **selected block**

Director of the Paying Agency *

1

Code of the Paying Agency *

IT01

Name of the Paying Agency *

2

- i. that payments are legal and regular in relation to: expenditure incurred and payments made:
- for support schemes under Regulation (EU) No 1307/2013 in respect to calendar year 2022 and before;
 - as regards measures implemented until 31 December 2022 under Regulations (EU) No 228/2013, (EU) No 229/2013, (EU) No 1308/2013 and (EU) No 1144/2014;
 - for aid schemes referred to in Article 5(6), first subparagraph, point (c), and Article 5(7) of Regulation (EU) 2021/2117 in relation to expenditure incurred and payments made for operations implemented pursuant to Regulation (EU) No 1308/2013 after 31 December 2022 and until the end of those aid schemes;
 - and as regards the EAFRD, in relation to expenditure incurred by the beneficiaries and payments made by the paying agency in the framework of the implementation of rural development programmes pursuant to Regulation (EU) No 1305/2013;
- ii. that the governance systems as referred to in Article 9(3), first subparagraph, point (d)(ii), of Regulation (EU) 2021/2116 are functioning properly and ensure that the expenditure was made in accordance with Article 37 of that Regulation;
- iii. on the quality and reliability of the reporting system and of data on indicator as regards types of interventions referred to in Regulation (EU) 2021/2115 and that the expenditure matches the corresponding reported output and that it has been effected in accordance with the applicable governance systems.
- Overpayments to beneficiaries were prevented and the recovery of undue amounts has been instigated based on the verification of all necessary information.
- reservations no reservations no reservations with comments

3

Cancel

Save

4

2. Enter or select the following:

- (1) Enter the name for *Director of the Paying Agency*.
- (2) Enter the *Name of the Paying Agency*.
- (3) Tick the box(es) for the desired option(s).

If the option 'reservations' or 'no reservations with comments' is checked, the User has to insert the relevant information in the field "comments".

(4) Click on **SAVE** to save the information and sign the Management Declaration.

REMARK	To sign the Management Declaration Paying Agency, the User must have the role of MS Paying Agency with Update rights (MSPAu).
---------------	--

3. Click on the **SIGN MANAGE DECLARATION PAYING AGENCY SECTION** button to sign the Management Declaration:

MANAGEMENT DECLARATION(S)

Management Declaration - Paying Agency ⓘ

Edit

- iii. on the quality and reliability of the reporting system and of data on indicator as regards types of interventions referred to in Regulation (EU) 2021/2115 and that the expenditure matches the corresponding reported output and that it has been effected in accordance with the applicable governance systems.
- Overpayments to beneficiaries were prevented and the recovery of undue amounts has been instigated based on the verification of all necessary information.

no reservations

✎ Sign manage declaration paying agency section


The Management Declaration of the PA should be signed with the credentials of the PA Director.

4. Click on **OK** to confirm the signing of the Management Declaration. For completing this action, the User will be redirected to the EU Login signature page:

Signature required to execute action

For completing this action, you will be redirected to the EU Login signature page.

Cancel **OK**



REMARK	When the form is updated, the Management Declaration Paying Agency signature is revoked and the User will have to sign again.
---------------	---

Management Declaration – Coordination Body

NOTE	The encoding of the Management Declaration - Coordination Body will have to be executed only by Member States with Coordinating Body and in the Annual Accounts created for the following Paying Agencies: BE02 DE01 ES18 FR19 IT01 RO01
-------------	---

1. Click on the **EDIT** button to enter the information:

Table of Contents < MANAGEMENT DECLARATION(S)

Search: Type to filter TOC ^ v

- General
 - Version Information
 - Officials in charge
 - History
 - Documents
 - Observations
- Annual Accounts
- Management Declaration(s)
 - Management Declaration - Paying Agency
 - Management Declaration - Coordination Body
 - Annexed Documents

No validation result available

Management Declaration - Coordination Body

MANAGEMENT DECLARATION – Coordinating Body

as referred to in Article 4

I, ___ Director of the Coordinating Body ___, present the annual performance report for the financial year 16/10/2022 to 15/10/2023. I declare, based on my own judgement and on the information at my disposal, including, inter alia, the results of work of the certification body, that:
— the annual performance report referred to in Article 54(1) of Regulation (EU) 2021/2116 and Article 134 of Regulation (EU) 2021/2115 has been compiled following the accredited procedure and systems in place at the coordinating body and based on the certified data provided by the paying agencies ___ in Italy
Finally, I confirm that I am not aware of any undisclosed matter which could be damaging to the financial interest of the Union.
Date: ___
e-Signature (director of the Coordinating Body): ___

selected body

Name of Director of Coordinating Body *

Name of the Coordinating Body *

The Edit details pop-up window appears:

Management Declaration - Coordination Body **selected body**

Name of Director of Coordinating Body *

1

Name of the Coordinating Body *

2

Paying Agency(ies) codes(s) *

IT01 - Agenzia per le Erogazioni in Agricoltura	>	3
IT02 - Servizio Autonomo Interventi Settore Agricolo	<	
IT05 - Agenzia veneta per i pagamenti	>	
IT07 - Agenzia Regionale Toscana per le Erogazioni in Agricc	<	
IT08 - Agenzia Regionale per le Erogazioni in Agricoltura per	>	
IT10 - Agenzia Regionale Piemontese per l'Erogazione in Agr	<	

 reservations
 no reservations
 no reservations with comments

4

Cancel

Save 

5

2. Enter or select the following:

(1) Enter the *Name of Director of Coordinating Body*.

(2) Enter the *Name of the Coordinating Body*.

(3) Select the *Paying Agency(ies) code(s)*.

(4) Tick the box(es) for the desired option(s).

If the option 'reservations' or 'no reservations with comments' is checked, the User has to insert comments.


(5) Click on **SAVE** to save the information and sign the Management Declaration.

REMARK	To sign the Management Declaration Coordinating Body, the User must have the role of MS Coordination Body with Update rights (MSCBu).
---------------	--

3. Click on the **SIGN MANAGE DECLARATION COORDINATING BODY SECTION** button to sign the Management Declaration:

MANAGEMENT DECLARATION(S)

Management Declaration - Coordination Body



 Edit

Ste Gsb

Name of the Coordinating Body *
G S B

Paying Agency(ies) codes(s) *
IT01 - Agenzia per le Erogazioni in Agricoltura

no reservations

 Sign manage declaration coordinating body section 


The Management Declaration of the CoB should be signed with the credentials of the Director of the Coordinating Body.

4. Click on **OK** to confirm the signing of the Management Declaration. For completing this action, the User will be redirected to the EU Login signature page:

Signature required to execute action

For completing this action, you will be redirected to the EU Login signature page.

Cancel

OK 

REMARK	When the form is updated, the Management Declaration Coordinating Body signature is revoked and the User will have to sign again.
---------------	---

Annexed Documents

Click on the **ADD** button to add Management Declaration annexed documents (they can also be uploaded from the section General > Documents). These annexed documents should be uploaded before the signature of the Management Declaration(s) to avoid the signature to be revoked and to avoid doing the signature action again



The Add document pop-up window appears:

Document

Document title * 255

Document type * Document date *

Please select a value from the list 04/12/2023

Local reference 255

ATTACHED FILES + Add

Title	Type	Language	File / Upload	Action
No Rows To Show				

Cancel Save

- Follow instructions on how to upload and send documents [here](#).

Validate the Annual Accounts

REMARK	<p>The Annual Accounts can be validated at any time, when the current version is in status OPEN and resides at the User's Node.</p> <p>To validate the Annual Accounts, the User must have the role of MS Paying Agency or MS Coordination Body with Update or Send rights (MSPAu/s or MSCBu/s).</p>
---------------	--

Click on the **VALIDATE** button to validate the Annual Accounts:

Accounts List DK02 - EAFRD EAGF - 2023.0

2023.0 DK 06/12/2023, 16:16 OPEN Validate

Table of Contents < GENERAL

Type to filter TOC ^ v

Version Information ⓘ Edit

Paying agency	Fund	Version	Financial period	Last modified	Current node	OPEN
DK02 - Danish Agricultural Agency	EAFRD,EAGF	2023.0	16/10/2022 - 15/10/2023	06/12/2023, 16:16	Denmark	

National reference _____ Source language * [EN] English

Comments

REMARK	An ERROR will block you from sending the Annual Accounts. The error(s) should be resolved and the Annual Accounts must be revalidated. Note that a WARNING does not block you from sending the Annual Accounts, but highlights issues to be considered, and if applicable – resolved.
---------------	---

The system validates the following information:

Code	Severity	Validation Rule
001	WARNING	Validate that at least one official in charge of the Member State exists.
004	ERROR	Validate that all integral documents have at least one attachment with a length > 0.
005	ERROR	Validate that no XML documents are in status ERROR
006	ERROR	Validate that at least one budget code has been declared for EAFRD in the Annual Declaration in the first Annual Account version (YYYY.0) of each Financial Year
007	ERROR	Validate that at least one confirmation option (article 32(1)(i) of Implementing Regulation (EU) 2022/128) is ticked
008	WARNING	Validate that 'assigned revenues' confirmation option (article 32(1)(i) of Implementing Regulation (EU) 2022/128) is ticked if EAGF expenditure

		have been declared
009	WARNING	Validate that 'details of each movement of intervention storage' confirmation option (article 32(1)(i) of Implementing Regulation (EU) 2022/128) is ticked. if the public storage has been declared
010	WARNING	Validate the Annual Accounts chapter is signed (Warning in lower node)
020	ERROR	Validate the Annual Accounts chapter is signed (Error in highest node. this rule should be also executed during 'Send to EC' action)
030	ERROR	Validate that all mandatory information related to the Management Declaration of the Paying Agency have been filled
035	ERROR	Validate that all mandatory information related to the Management Declaration of the Coordinating Body have been filled, if applicable
040	WARNING	Validate that the Management Declaration of the Paying Agency is signed (Warning in lower node)
050	ERROR	Validate that the Management Declaration of the Paying Agency is signed (Error in highest node. this rule should be also executed during 'Send to EC' action)
060	WARNING	Validate that the Management Declaration of the Coordinating Body is signed (Warning in lower node), if applicable
070	ERROR	Validate that the Management Declaration of the Coordinating Body is signed (Error in highest node. this rule should be also executed during 'Send to EC' action), if applicable

An example of a validation window:

Latest validation result



The Annual Accounts & Management Declaration(s) version has been successfully validated.

You can check the list of validation results at any time throughout the Annual Accounts:

The screenshot displays the SFC2021 interface for 'DK02 - EAFRD EAGF - 2023.0'. The status is 'VALIDATED'. The 'Table of Contents' on the left has 'Version Information' selected. The bottom status bar shows '11 All results', '11 Passed', '0 Warning', and '0 Error'. A red circle '1' highlights the status bar. A right-hand panel titled 'Latest validation result' shows a message: 'The Annual Accounts & Management Declaration(s) version has been successfully validated.' Below this are six validation rules, each with a green checkmark: 'ACA_VALRULE_001', 'ACA_VALRULE_004', 'ACA_VALRULE_005', and 'ACA_VALRULE_006'. A red circle '2' highlights the first rule. The main content area shows 'Version Information' with a table of data.

Paying agency	Fund	Version	Financial period
DK02 - Danish Agricultural Agency	EAFRD,EAGF	2023.0	16/10/2022 - 15/10/2023

To see the last validation results:

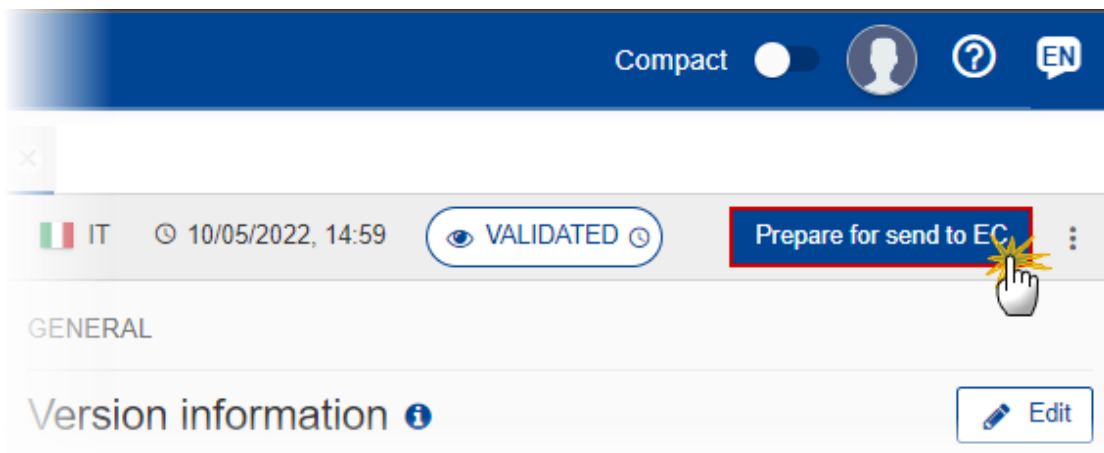
- (1) Click on one of the 4 categories: *All results*, *Passed*, *Warning*, *Error*.
- (2) The list of latest validation results for the chosen category is displayed.

After all errors have been resolved the status of the Annual Accounts becomes **VALIDATED**.

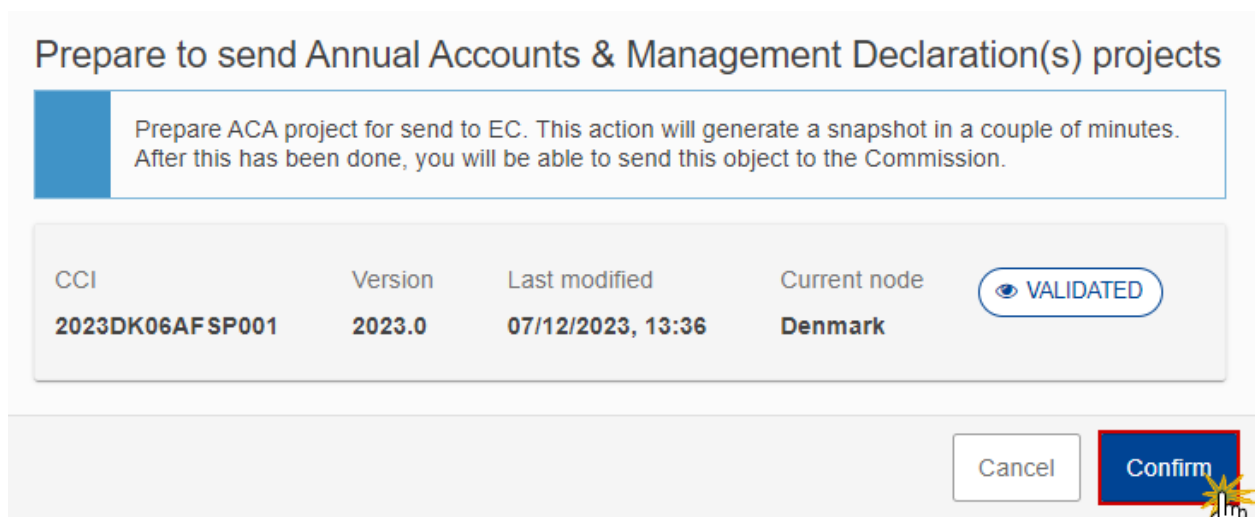
Prepare the Annual Accounts for send to EC

REMARK	<p>The Prepare for Send can occur when a User on the highest MS Node wants to indicate that the Annual Accounts version can be prepared for sending to the Commission, once the VALIDATION ERRORS have been removed and the status is VALIDATED or SENT.</p> <p>To prepare the send of the Annual Accounts, the User must have the role of MS Paying Agency or MS Coordination Body with Update or Send rights (MSPAu/s or MSCBu/s).</p>
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1. Click on the **PREPARE FOR SEND TO EC** button to prepare to send the Annual Accounts to the Commission:



The system will ask you to confirm the send action:



2. Click on **CONFIRM** to confirm.

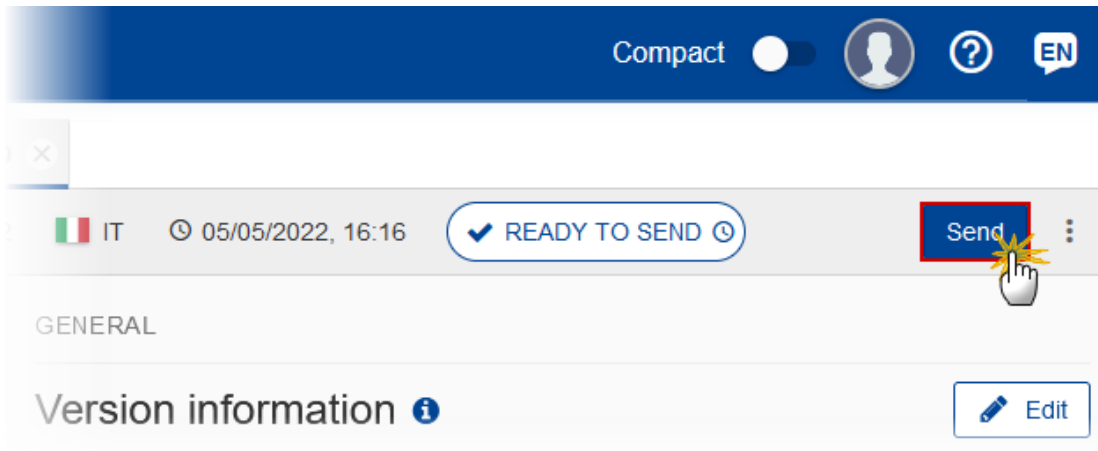
The status of the Annual Accounts is set to **PREPARING FOR SEND TO EC**.

REMARK	When on the highest MS node, a 'Snapshot' document will be available in the DOCUMENTS section so that the sender can first verify what will be sent to the Commission.
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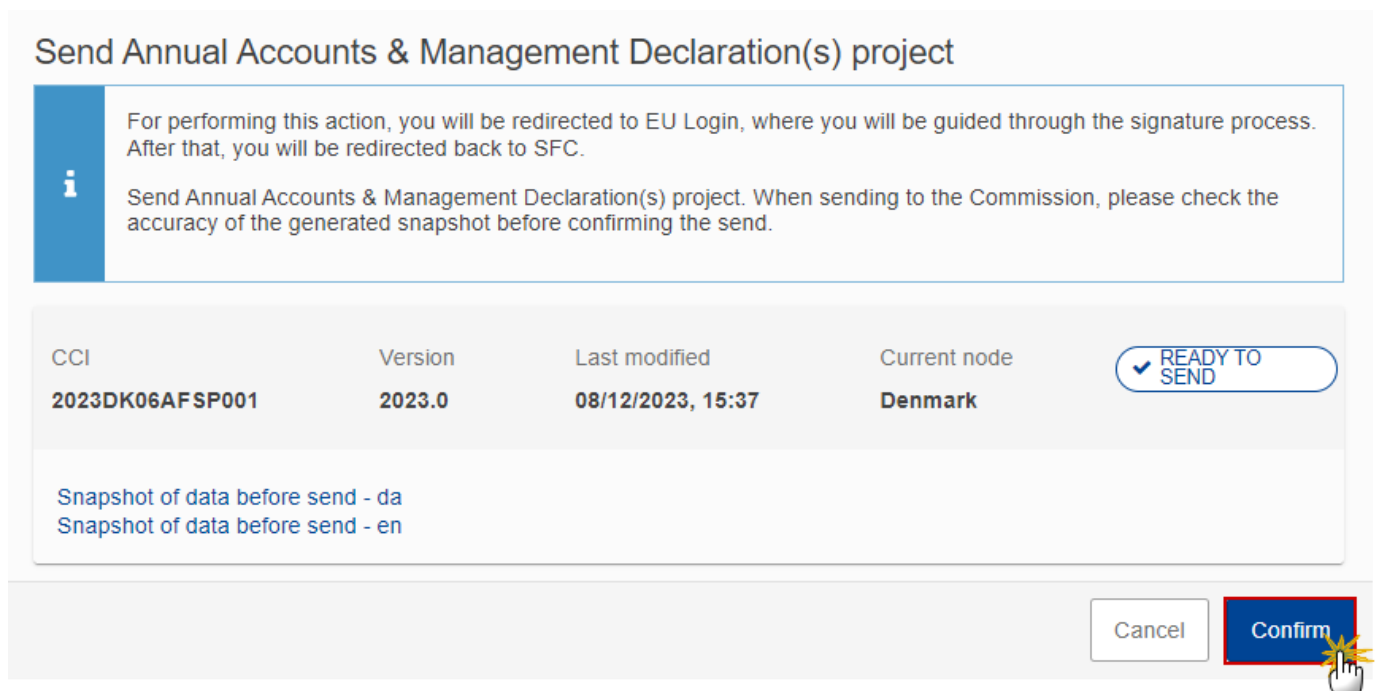
Send the Annual Accounts

REMARK	<p>In order to send to EC the first version YYYY.0 of an Annual Accounts for a given financial year, the Declaration period should be open. Users cannot create/send this first version after the end of the Declaration period (= Submission deadline), MS will have to send an extension letter to EC (from a different SFC2021 menu because the letter could be also related to APR and CBR), and EC will have to extend this Declaration period for this MS only (for the relevant documents).</p> <p>In case this first version is returned by EC for revision, User can submit a new version even after the end of the Declaration period (= submission deadline = 15/02/YYYY+1)</p> <p>The Annual Accounts can only be sent once the VALIDATION ERRORS have been removed and the status is READY TO SEND or SENT.</p> <p>The "4 eyes principle" must be respected. Therefore, the User sending must be different from the User who last validated.</p> <p>To send the Annual Accounts version, the User must have the role of MS Paying Agency or MS Coordination Body with Update and Send rights (MSPAu/s or MSCBu/s).</p> <p>If a MS has a Coordinating Body, only Users with the MSCB role can perform the send action.</p> <p>If a MS doesn't have a Coordinating Body, only Users with the MSPA role can perform the send action.</p>
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1. Click on the **SEND** button to send the Annual Accounts to the Commission or to the upper Node:



The system will ask you to confirm the send action:



2. Click on **CONFIRM** to confirm. For completing this action, the User will be redirected to the EU Login signature page to sign the submission of the Annual Accounts

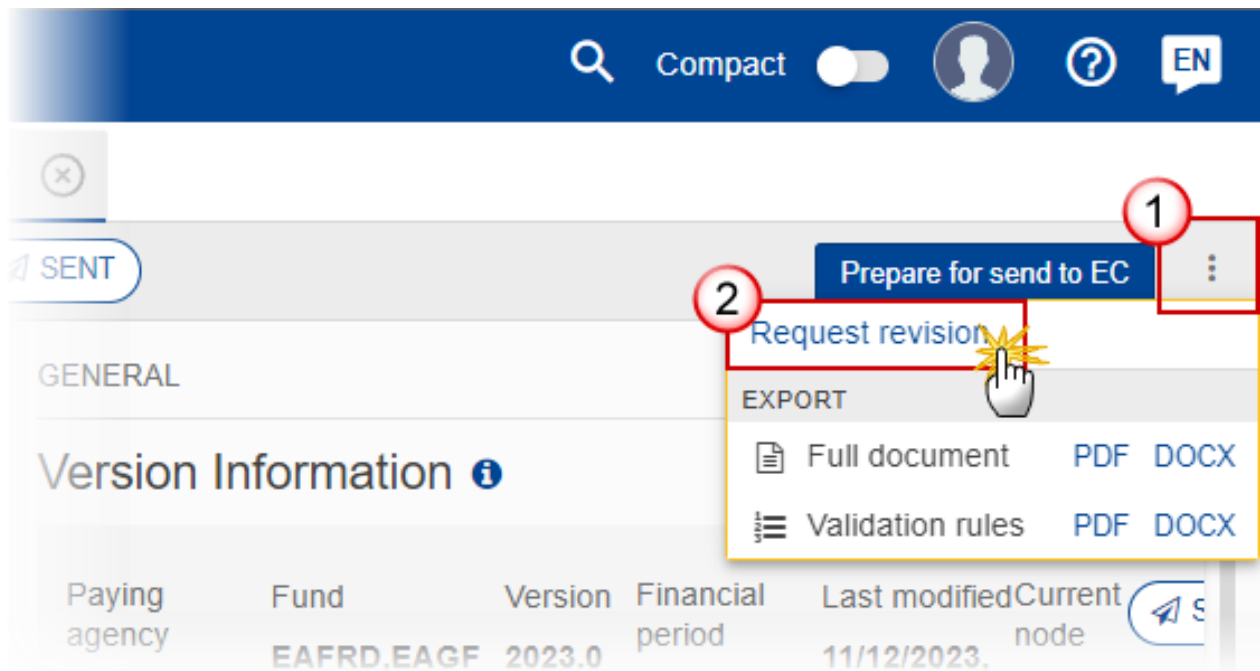
On success, the Annual Accounts version has been sent to the Commission or to the upper Node. When sent, the status is set to **SENT**.

REMARK	<p>When on the highest MS node, different versions of the generated “Snapshot before send” document will be available so that the sender can first verify what will be sent to the Commission:</p> <ul style="list-style-type: none"> • A version containing the untranslated content with the template in the Source language. • When the Source language is different from English, a version containing the untranslated content with the template in English. • When the Source language is different from English, a version containing a machine translation of the content in English with the template in English.
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Request for Revised Annual Accounts by MS

REMARK	<p>The Annual Accounts can only be revised by MS when a lower Node exists and the status is SENT (to a higher MS node), OPEN, VALIDATED, READY TO SEND or REVISION REQUESTED BY MS.</p> <p>This action can be used when a User wants to request a revision for the Annual Accounts version sent by the Member State/Region because it is incomplete or incorrect.</p> <p>To request a revised Annual Accounts version, the User must have the role of MS Paying Agency or MS Coordination Body with Update rights (MSPAu/MSCBu).</p>
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Follow the steps to request for revised Annual Accounts by MS:



1. Select the following:

(1) Select the icon with 3 vertical dots.

(2) Click on the **REQUEST REVISION** button to request revision from the lower Node.

The system will ask you to confirm the request for revision:

Request for revision of Annual Accounts & Management Declaration(s)


CCI	Version	Last modified	Current node	
2023ES06AFSP001	2023.0	11/12/2023, 08:56	España	

Reason for request for revision *

reason...

1

2



1. Enter the following:

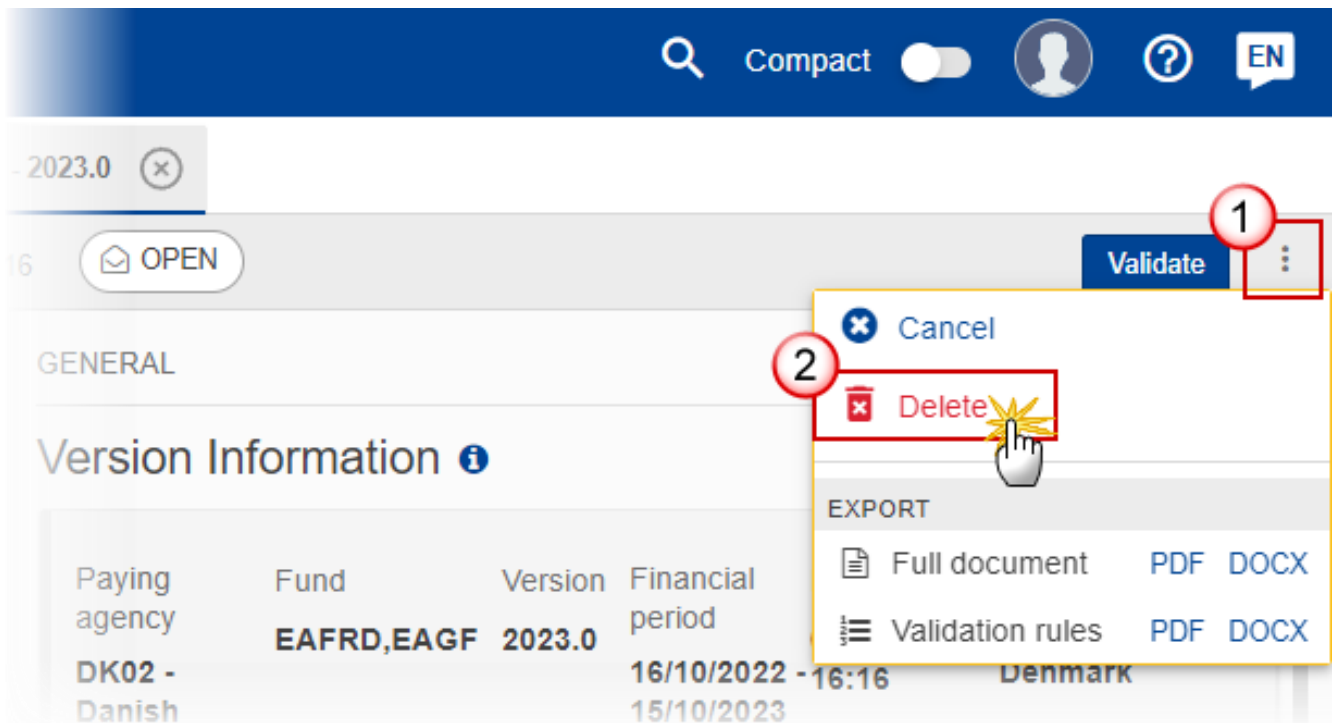
- (1)** Enter the *Reason* in the text box provided.
- (2)** Click on **CONFIRM** to save the information.

On success, the status of the Programme will be changed to status **REVISION REQUESTED BY MS** and the sender is notified of the action and its reason.

Delete the Annual Accounts

REMARK	<p>The Annual Accounts can only be deleted when:</p> <ul style="list-style-type: none"> • it resides on the owner Node • the status is OPEN, VALIDATED or READY TO SEND or REVISION REQUESTED BY MS • it has never been sent to the Commission before • it has no sent documents attached. <p>To delete the Annual Accounts, the User must have the role of MS Paying Agency or MS Coordination Body with Update rights (MSPAu/MSCBu).</p> <p>The delete is a physical delete and cannot be recovered!</p>
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Follow the steps to remove the Annual Accounts from the system:



1. Select the following:

(1) Select the icon with 3 vertical dots.

(2) Click on the **DELETE** button to remove the Annual Accounts from the system.

The system will ask you to confirm the delete action:

Delete Annual Accounts & Management Declaration(s) Project




This action cannot be undone!

CCI

Version

Last modified

Current node

 OPEN


2023DK06AF SP001

2023.0

06/12/2023, 16:16

Denmark

Cancel

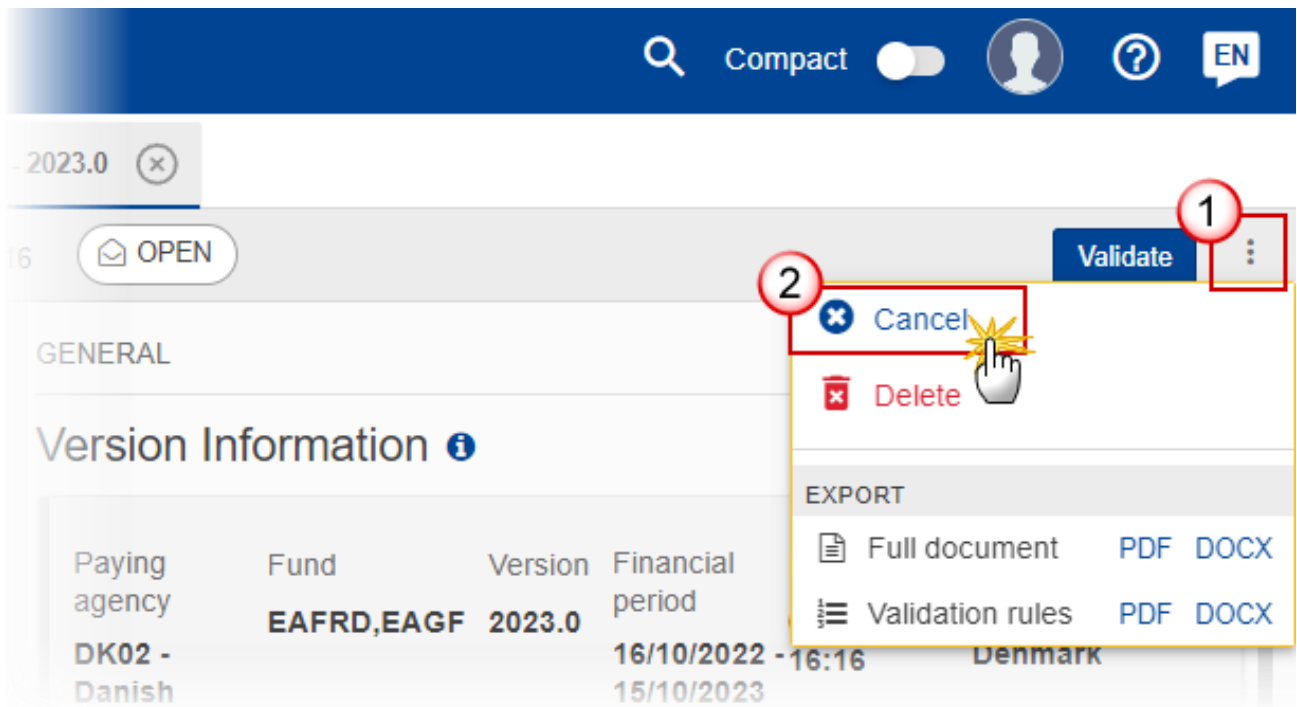
Confirm 

2. Click on **CONFIRM** to confirm or click on **CANCEL** to return to the Annual Accounts.

Cancel the Annual Accounts

REMARK	<p>The Annual Accounts can only be cancelled when an Annual Accounts version with documents was sent to the Commission and without any previous work version in status REVISION REQUESTED BY EC. The notification utility will be called to notify the Commission of the cancel of the version.</p> <p>The Annual Accounts version must currently reside on the User's Node and its status is OPEN, VALIDATED, READY TO SEND or REVISION REQUESTED BY MS and contains a sent Document and has no previous working version of the same major version in status REVISION REQUESTED BY EC.</p> <p>To cancel the Annual Accounts, the User must have the role of MS Paying Agency or MS Coordination Body with Update rights (MSPAu/MSCBu).</p>
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Follow the steps to cancel the Annual Accounts from the system:

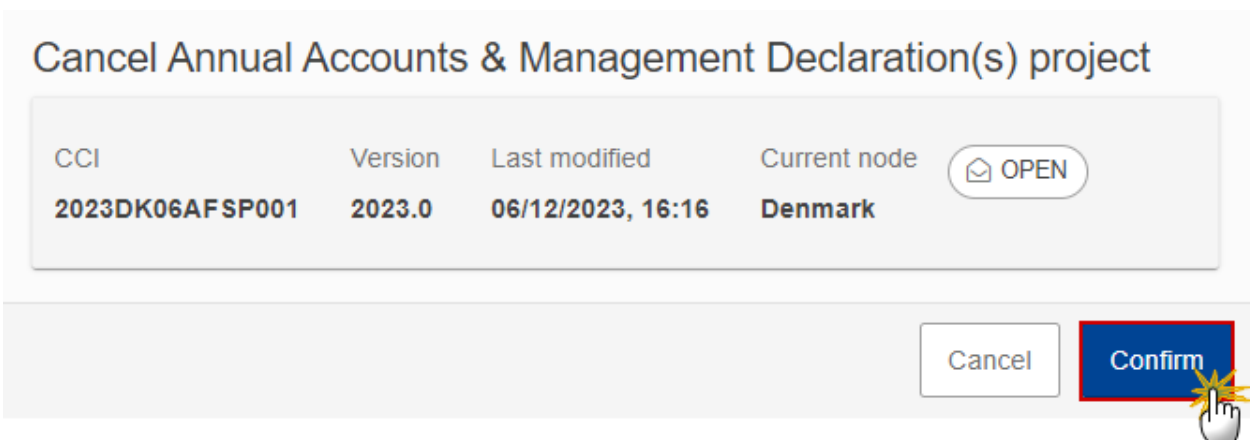


1. Select the following:

(1) Select the icon with 3 vertical dots.

(2) Click on the **CANCEL** button to cancel the Annual Accounts from the system.

The system will ask you to confirm the cancel action:



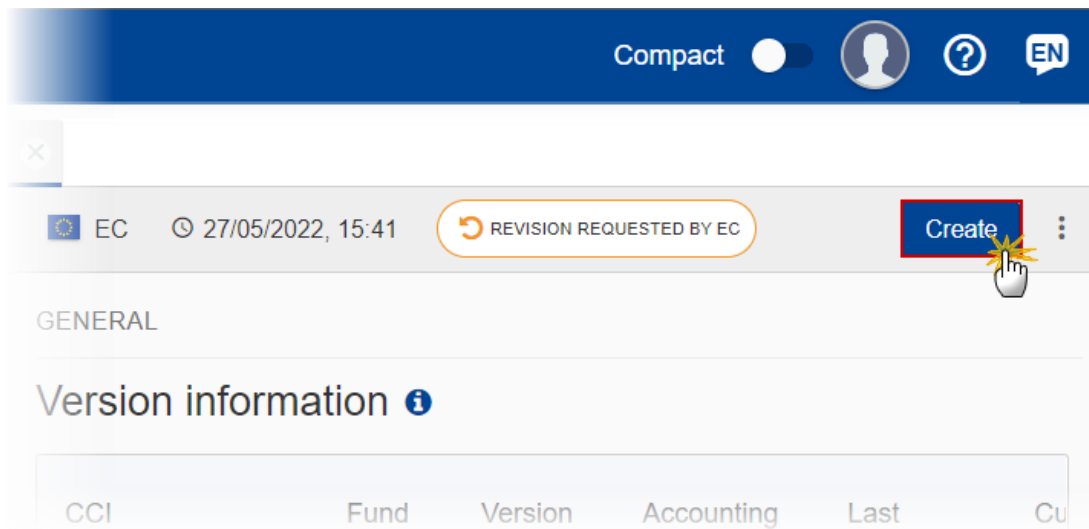
2. Click on **CONFIRM** to confirm or click on **CANCEL** to return to the Annual Accounts.

On success, the status of the Annual Accounts will be changed to **CANCELLED**.

Create a New Version of the Annual Accounts

REMARK	<p>A new version of the Annual Accounts can only be created when the last version is in status REVISION REQUESTED BY EC</p> <p>To create a new version of the Annual Accounts, the User must have the role of MS Paying Agency or MS Coordination Body with Update rights (MSPAu/MSCBu).</p>
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1. Click on the **CREATE** button to create a new version of the Annual Accounts:




The system will ask you to confirm the creation of a new version:

Create new Annual Accounts & Management Declaration(s) project version

CCI	Version	Last modified	Current node
2023DK06AFSP001	2023.0	08/12/2023, 15:50	European Commission

 REVISION REQUESTED BY EC

Cancel

Confirm 

2. Click on **CONFIRM** to confirm. Click on **CANCEL** to return to the Annual Accounts.

On success, a new version of the Annual Accounts has been created as a copy of the last version, with a version number identical to the previous and a working version number incremented by one. Its status is set to **OPEN**.