

Commission Decision.....	1
Icons	2
Workflow	2
Documents	3
Adding documents.....	4
Uploading documents not registered in ARES.....	4
Uploading Documents using the ARES number (Commission Reference).....	6
Create the Commission Decision.....	8
Record/Edit the Commission Decision	13
Linking the Object type to the Commission Decision.....	17
Accept MS decision	21
Delete the Commission Decision.....	24
Re-Open the Commission Decision	26
Additional Functionality	28
Notifications.....	28

Commission Decision

PURPOSE OF THIS FUNCTIONALITY

This document describes the specifications of the use-cases related to the registration of Commission Decisions for Partnership Agreements, Programmes, Major projects, Accounts and any other Object Type that needs a Commission Decision and that will be managed in SFC2014.

CONCERNED FUNDS

The procedure is the same for all Object Types and funds using SFC2014 as the default interface, depending on the internal procedures of your DG. If WAVE/RDIS should be used instead then the decision creation should be carried out in the relevant application and not in SFC2014.

USER ROLES AND PERMISSIONS NEEDED

Only EC user with **ECOA** or **ECPO Update Access** can create a Commission Decision.

BEFORE YOU START, CHECK THAT...

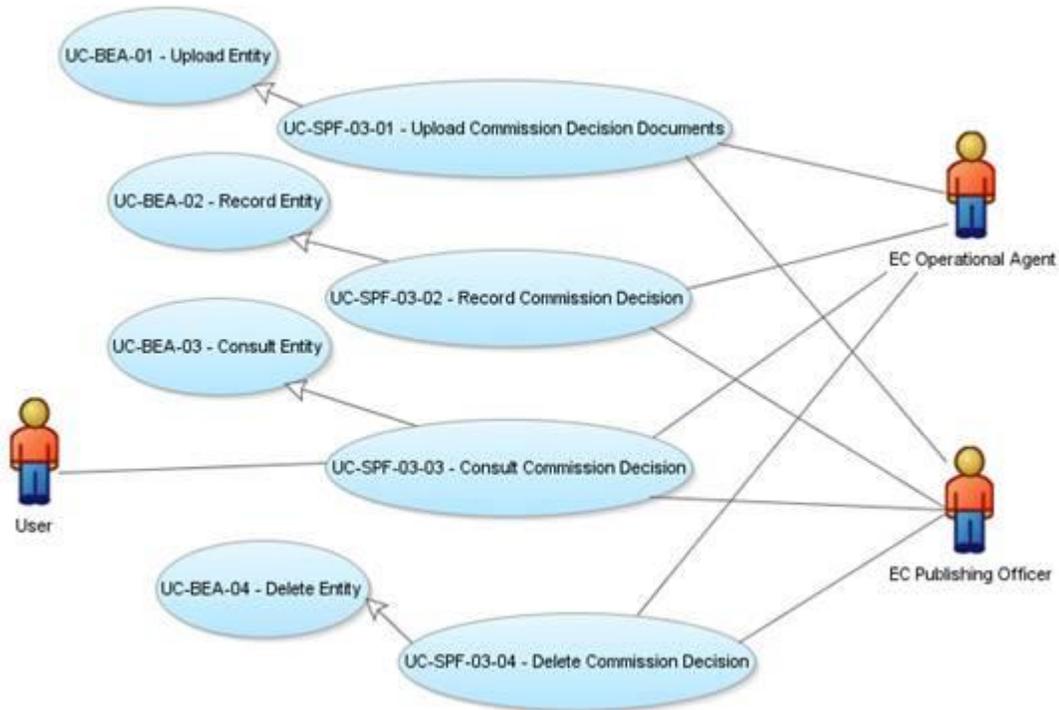
The Object type has been sent to the Commission: The status is set to '**SENT**'.

Icons

Icons	Actions
	Help, Explanation
	Confirm update of (inline table) data
	Cancel update of (inline table) data
	Edit
	Show, View
	Delete record
	Add record
	Download all Files of one or more Documents in a zip file.
	Show hierarchical list of correcting Commission Decisions
Icons	Workflow Actions/Statuses
	Create new
	Delete

Workflow

This section shows the lifecycle to create and manage the Commission Decision.



Documents

Document types

The Documents list shows all documents uploaded against this Commission Decision.

Once a Commission Decision is taken and published, the electronic documents become available in Vista, which unfortunately is not available outside the Commission. Therefore, SFC2014 needs to store SFC2014 related Decisions and their electronic documents.

Description	Internal Code	Direction	Integral	System	Required
Commission Decision	CD.D	EC2MS			
Corrigendum	CD.C	EC2MS			
Correcting Act	CD.A	EC2MS			

Performance Review Decision	CD.P	EC2MS			
Suspension Decision	CD.S	EC2MS			
Repealing Decision	CD.R	EC2MS			

Adding documents

You can **ADD** Documents by clicking on the **DOCUMENTS** Menu on the left-hand side:

The screenshot shows a web application interface. At the top, there is a search bar with the text 'C(2014)0006 - 17/11/2014'. Below the search bar is a 'Delete' button. On the left side, there is a 'Filter' section with a dropdown menu showing 'Decision' and 'Documents'. The 'Documents' option is highlighted with a red box and a mouse cursor. The main content area is titled 'DECISION' and contains the following information:

- EC decision number: C(2014)0006
- Modification date: 13-Nov-2014
- EC decision date: 17-Nov-2014
- Title: EC Decision 2014FR05M9OP001
- Original language: en - English
- Comments: (empty)

Below the decision details is a 'Linked To' section with a table:

CCI	VERSION	TITLE

The Documents list shows all documents uploaded against this Commission Decision by the EC user.

This can be done in two different ways:

- Uploading Documents **not registered in ARES**
- Uploading Documents **using the ARES number (Commission reference)**

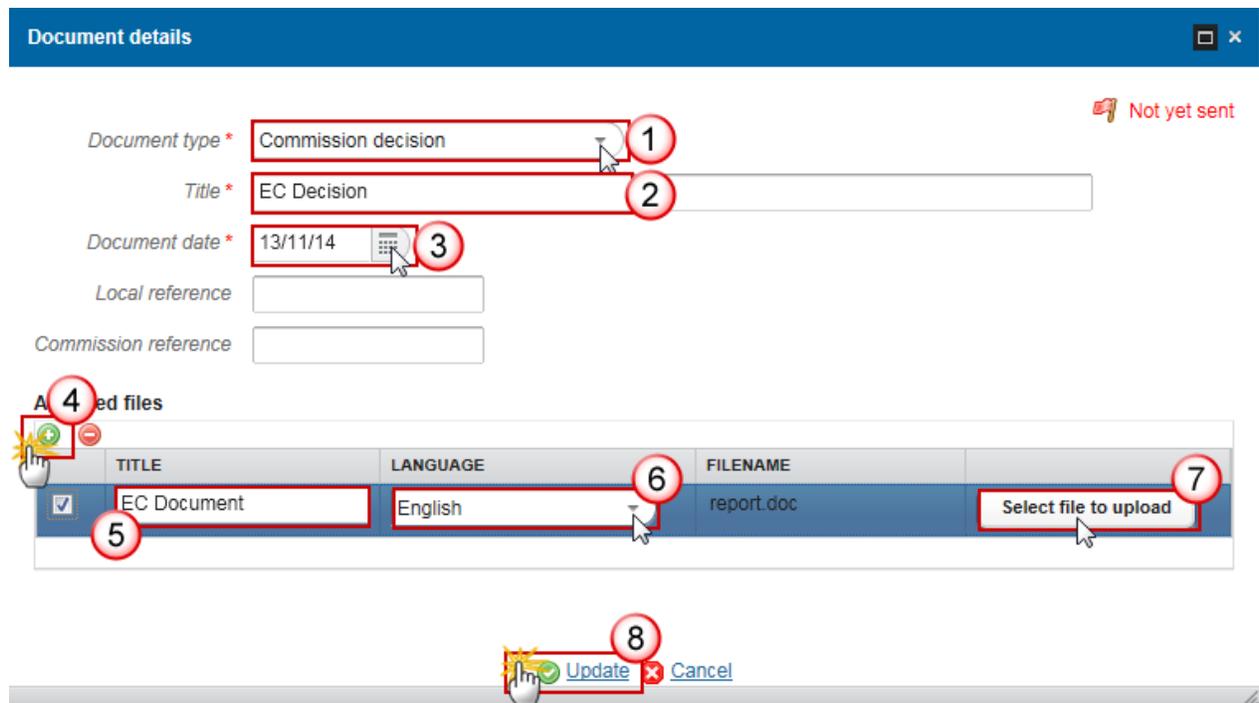
Uploading documents not registered in ARES

- 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 click on the **EDIT** button  will allow you to modify the document information.
- Selecting a row and clicking on the **DELETE** button  will remove the data of the selected row.

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



The document detail pop-up window appears:



2. Enter the following information:

(1) Select a *Document Type*

The Document Type list in the edit screen will contain all EC2MS Document Types from the Document Group 'CD'.

(2) Enter a *Title* for your Document

(3) Enter a *Document Date*

(4) Click on the **Attachment creation ADD** button  to add a new row in the table.

- You can add multiple attachments by clicking on the **ADD** button 
- You can remove unwanted attachments by selecting the row and clicking on the **Attachment DELETE** button 

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

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

(7) Select the *file* to upload.

(8) Click on [Update](#) to save the information.

NOTE	<p>Decision Documents created here are never sent because the Member State already received it outside SFC. They will only be linked to an Object (Partnership Agreement, Programme, Major Project...) when for that Object the action "Link to Commission Document" is performed.</p> <p>A  delete of a Decision Document is only allowed when the document is not linked to any other Object Type than the Decision.</p>
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Uploading Documents using the ARES number (Commission Reference)

NOTE	<p>When entering the Commission reference (ARES reference) the attachments will automatically be imported from ARES. If you already uploaded attachments, they will be replaced by the ones from ARES. After the upload action you will be able to remove those attachments that you don't want to show to the Member State.</p>
-------------	--

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

DOCUMENTS ANNEXED TO THIS DECISION



TITLE	DOCUMENT TYPE	DOCUMENT DATE	LOCAL REFERENCE	COMMISSION REFERENCE	FILES
[Empty table body]					

The document detail pop-up window appears:

Document details [Close]

*Document type ** **1**

*Title ** **2**

*Document date ** **3**

Local reference

Commission reference **4**

Not yet sent

Upon save, the attachments will automatically be imported from ARES. If you already uploaded attachments, they will be replaced by the ones from ARES. After the import you will be able to deselect those attachments that you don't want to send.

5

2. Enter or select the following information:

(1) Select a *Document Type*

The Document Type list in the edit screen will contain all EC2MS Document Types from the Document Group 'CD'.

(2) Enter a *Title* for your Document

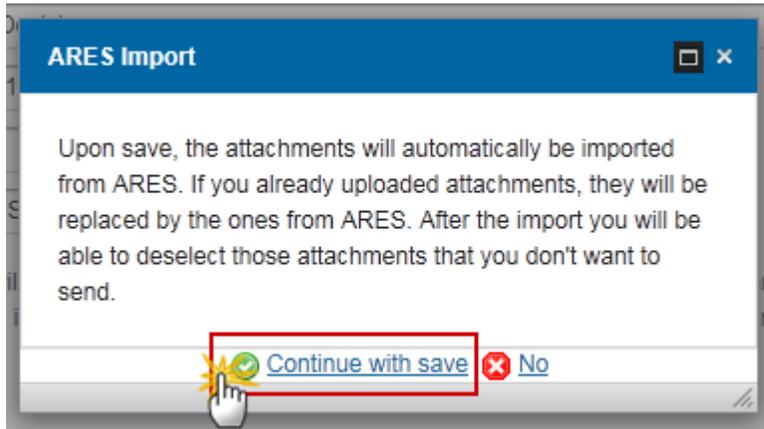
(3) Enter a *Document Date*

(4) Enter the *ARES Reference*

Upon entering the ARES reference and selecting [Update](#) the system will inform you that the documents will be imported directly from ARES.

(5) Click on the [Update](#) link to save all the information.

3. The ARES import pop-up window appears:



Click on the [Continue with save](#) link to continue and confirm the ARES import.

The Commission Reference has been imported successfully:

DOCUMENTS ANNEXED TO THIS DECISION

TITLE	DOCUMENT TYPE	DOCUMENT DATE	LOCAL REFERENCE	COMMISSION REFERENCE	FILES
EC decision	Commission decision	13-Nov-2014		Ares(2014)42507	12

NOTE

The Commission Decision documents are never sent to the Member State but are visible without the send action.

A  delete of a Decision Document is only allowed when the document is not linked to any other Object Type than the Decision.

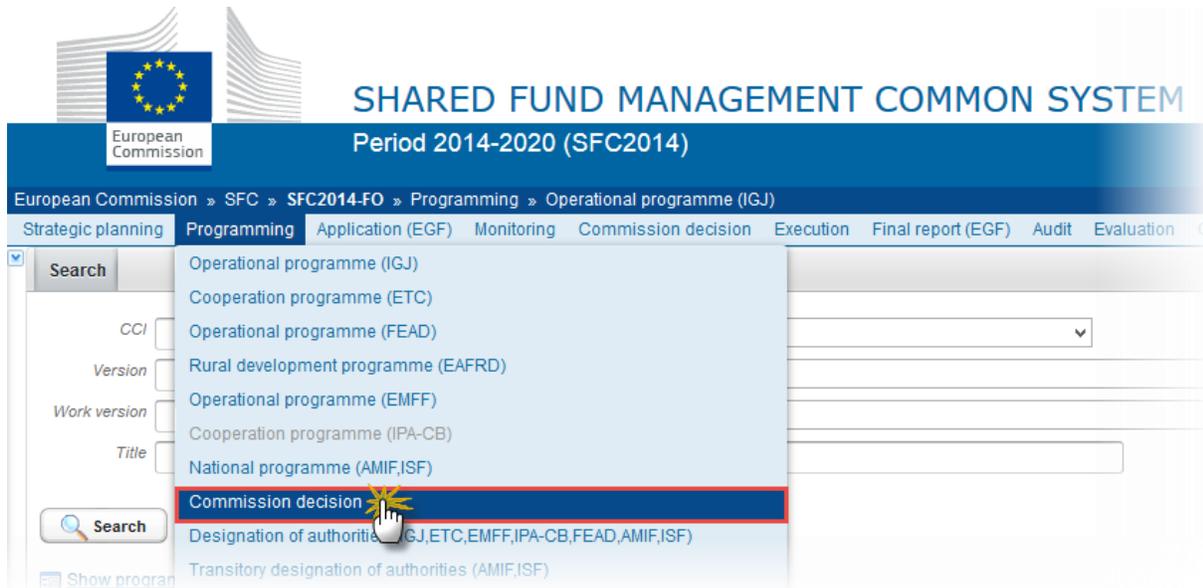
Create the Commission Decision

When the EC User wants to create a new Commission Decision in the system.

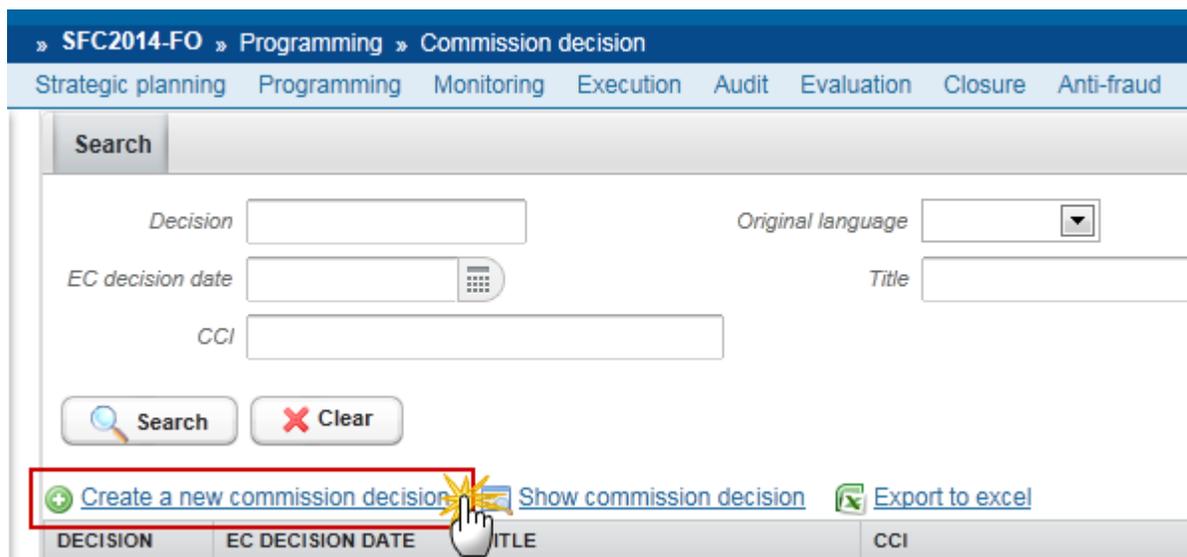
1. Login to <https://webgate.ec.europa.eu/sfc2014/frontoffice/ui>

REMARK	To create a Commission Decision you must have the role of ECO A or EPCO Update Access
---------------	---

2. To access the Commission Decision section first click on the **PROGRAMMING** or on the **STRATEGIC PLANNING** menu and then on the **Commission Decision** menu item OR on the **COMMISSION DECISION** menu:



3. Click on the [Create a New Commission Decision](#) link to create a new Commission Decision.



You are redirected to the Commission Decision creation screen:

The screenshot shows a web application window titled "Commission decision creation" with a sub-header "1. Create a new". The form contains the following fields and controls:

- 1**: Text input for "EC decision number" containing "C(2014)FR5".
- 2**: Date input for "EC decision date" containing "04/02/19".
- 3**: Text input for "Title" containing "EC Decision".
- 4**: Dropdown menu for "Is correcting decision" containing "C(2014)10141 - 18/12/2014 - COMMISSION IMPLEMENTING DECISION".
- 5**: Dropdown menu for "Original language" containing "es - Spanish".
- 6**: Text area for "Comments" which is currently empty.
- 7**: A row of buttons at the bottom right: "Cancel", "Back", "Next", and "Finish". A hand cursor is clicking the "Finish" button.

4. Enter or select the following information:

(1) Enter the *EC Decision number*

A valid format for the Decision number should follow the rule '**C(2014)0000**' - '**C(2022)9999**'

(2) Select the *EC Decision Date*

(3) Enter a *Title* for the Decision

(4) Select Commission Decision that it corrects (if any)

(5) Select the *Original Language*

(6) Enter the comments (if any)

(7) Click on the **FINISH** button to confirm the creation of the Commission Decision

Once the Decision is created the following screen will appear:

DECISION



EC decision number C(2018)99

Modification date 04-Feb-2019

[Goto Vista](#)

EC decision date 31-Oct-2018

Title test br

Is correcting decision

Original language en - English

Comments

The Vista external link 'Goto Vista' opens a new window and is constructed by using the Vista URL stored in FO setting "vistaUrl" and the EC Decision Number in a slightly different format:

Vista - Search - Internet Explorer

Home Contact us Help English

Series All

Dossier of **C(2018)99** Commission implementing Decision Responsible DG **SANTE**

C(2018)99 Commission implementing Decision

Decision-making - Delegation procedure

COMMISSION IMPLEMENTING DECISION amending the marketing authorisation granted by Decision C(2015) 8282(final) for "Orkambi - Lumacaftor/ivacaftor", a medicinal product for human use

Responsible DG:	SANTE DDG1 / B5	Adoption Deadline:	
		Destination:	NOTIFICATION

► **Procedure reference:** DL/2018/74
Status: ended

► **Sensitivity Level:** Standard treatment

BG CS DA DE EL EN ES ET FI FR GA HR HU IT LT LV MT NL PL PT RO

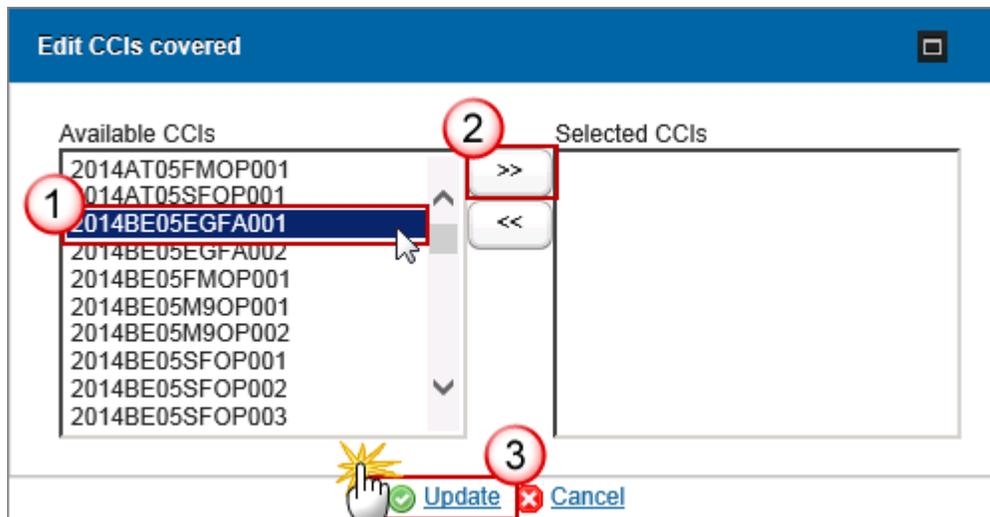
5. Select the CCIs covered

REMARK	If you have roles from more than one DG (so is the case of multi fund CCIs), therefore in edit covered CCIs page, you can now see the CCIs from all the DGs that you have a role from in the current profile.
---------------	---

Click on the **EDIT** button  to select the CCIs covered by this EC Decision.



The Edit CCIs covered window appears:



6. Enter or select the following information:

(1) Select the *CCI*

The list of CCIs contains all CCIs of DGs covered by the user profile

(2) Add it to the selected CCIs list

(3) Click on the [Update](#) link to save all the information

Record/Edit the Commission Decision

When the EC user requests the modification of a Commission Decision in the system.

1. Click on the **EDIT** button  to modify the information of the Commission Decision.

DECISION



<i>EC decision number</i>	C(2018)99	<i>Modification date</i>	04-Feb-2019
<i>EC decision date</i>	31-Oct-2018		
<i>Title</i>	test br		
<i>Is correcting decision</i>			
<i>Original language</i>	en - English		
<i>Comments</i>			

The edit details form pop-up window appears:

Commission decision creation

1. Create a new

EC decision number * C(2014)FR5 1

EC decision date * 04/02/19 2

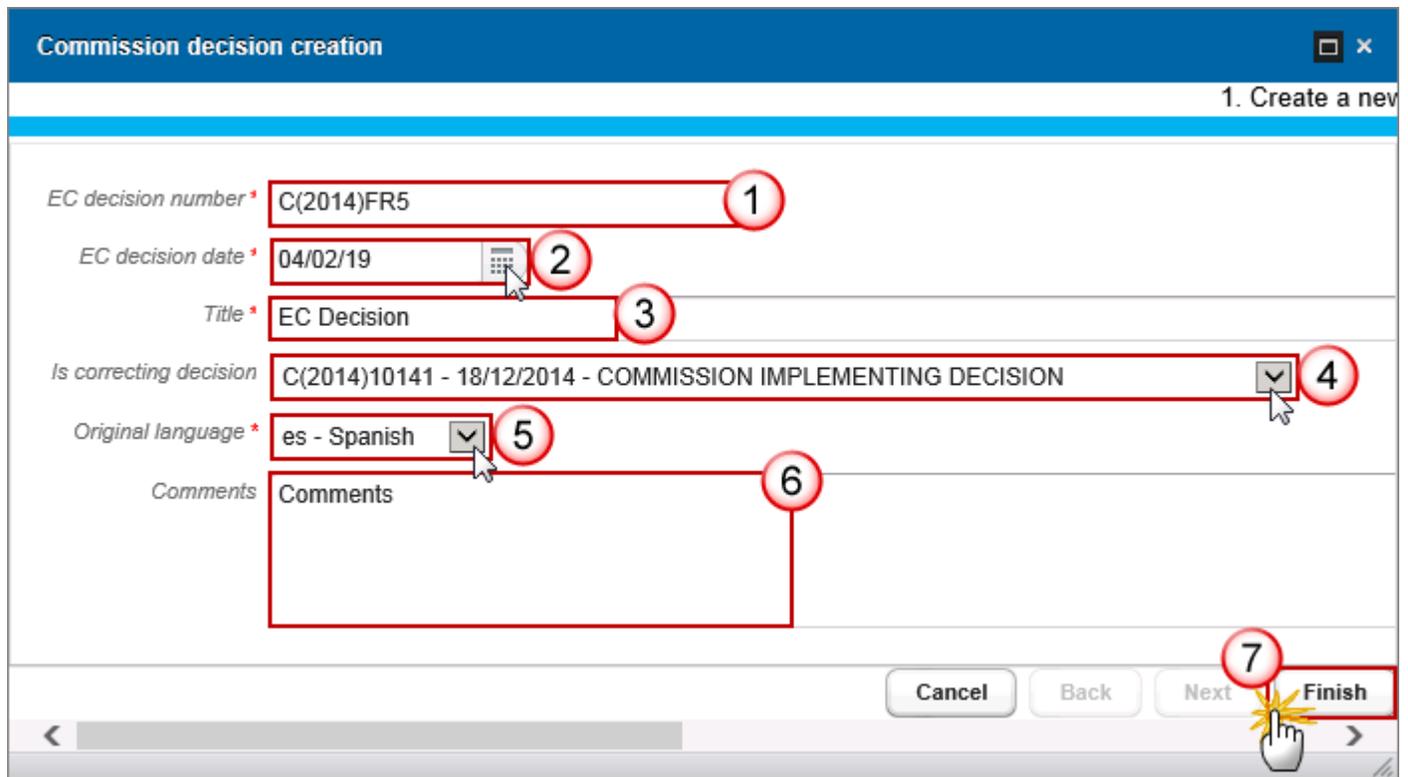
Title * EC Decision 3

Is correcting decision C(2014)10141 - 18/12/2014 - COMMISSION IMPLEMENTING DECISION 4

Original language * es - Spanish 5

Comments Comments 6

Cancel Back Next Finish 7



2. Enter or select the following information:

- (1) Enter the *EC Decision number*
- (2) Select the *EC Decision Date*
- (3) Enter a *Title* for the Decision
- (4) Select Commission Decision that it corrects (if any)
- (5) Select the *Original Language*
- (6) Enter the comments (if any)
- (7) Click on the **FINISH** button to confirm the creation of the Commission Decision

If you have enter a new decision in the field 'is correcting decision', then the new correcting decision will appear and you can click on the link to open the decision:

DECISION



EC decision number C(2019)2

Modification date 05-Feb-2019

EC decision date 16-Jan-2019

Title Final decision C(2019)2 2019GR16M1MP003

Is correcting decision [C\(2019\)10001 - 04/02/2019](#)



Original language en - English

Comments

Covers



CCI	TITLE

Linked To

CCI	VERSION
2019GR16M1MP003	1.0

Corrected by decisions

The correcting decision screen appears. You can also click on the 'corrected by decision' to come back to the previous page:

DECISION



EC decision number C(2019)10001

Modification date 04-Feb-2019

EC decision date 04-Feb-2019

Title AAA

Is correcting decision

Original language en - English

Comments

Covers



CCI	TITLE

Linked To

CCI	VERSION

Corrected by decisions

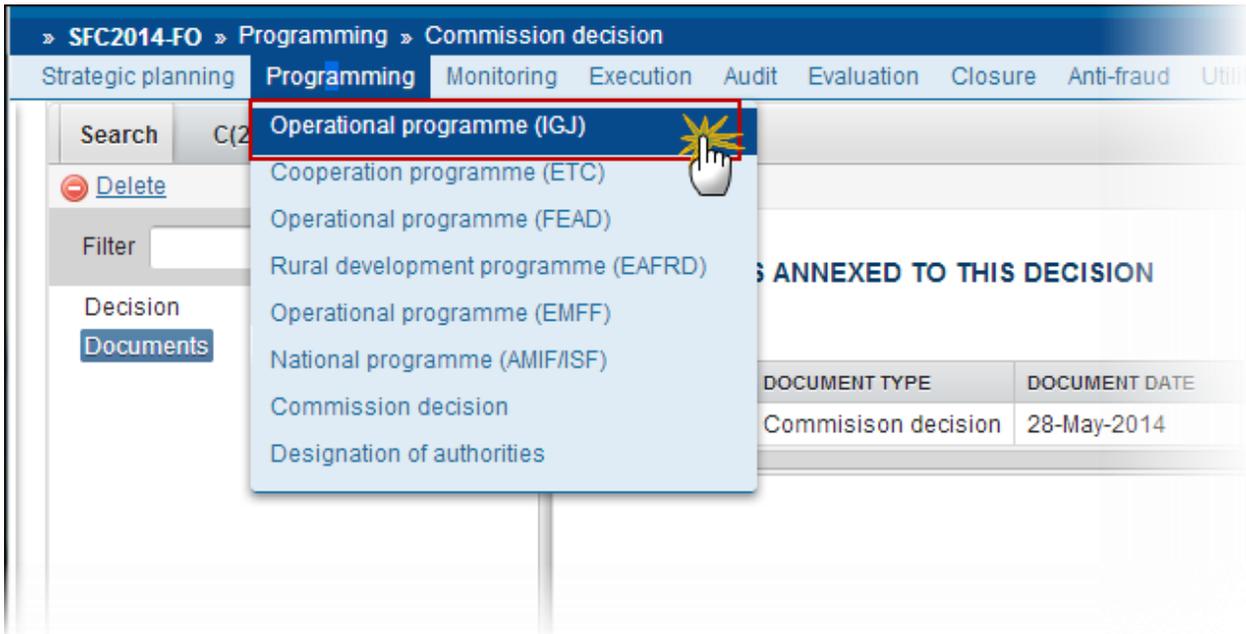
C(2019)2 - 16/01/2019



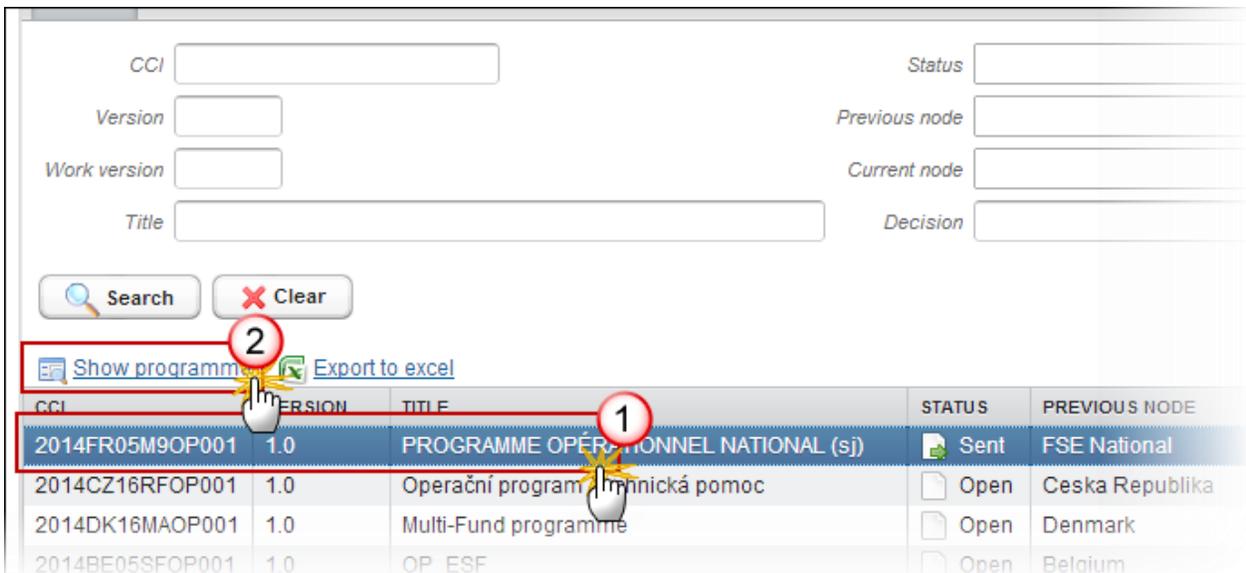
REMARK	<p>When a Decision has been corrected, the  icon will be shown. Clicking on it will show a popup with a hierarchical list of correcting Decisions. Clicking one of those decisions will open the detail page in the same way as clicking on a Decision is the search result list.</p> <p>The same  icon and principle will be used on all Search pages and General Version Information pages containing a Commission Decision column, like for Partnership Agreements, Programmes, Major Projects and Accounts.</p> <p>If you have roles from more than one DG (so is the case of multi fund CCIs), therefore in edit covered CCIs page, you can now see the CCIs from all the DGs that you have a role from in the current profile.</p>
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Linking the Object type to the Commission Decision

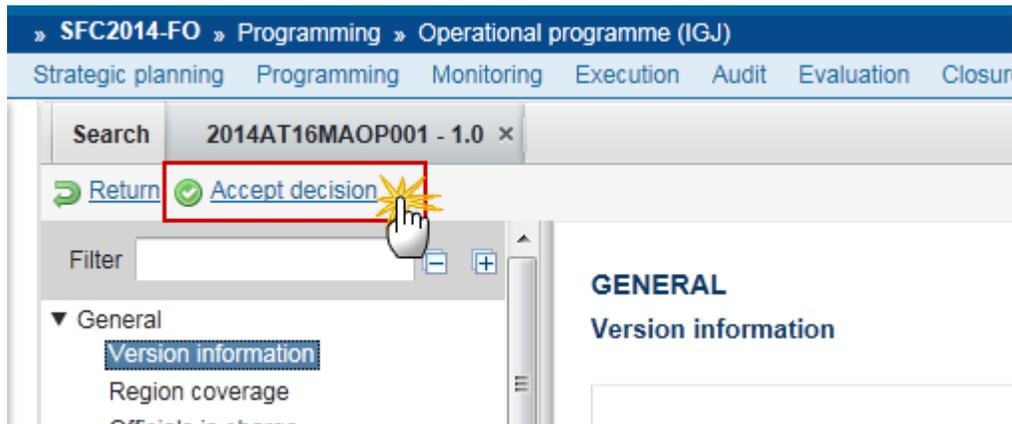
1. To link the Object type, for example an OP to the Commission Decision first click on the **PROGRAMMING** menu and then choose the **programme type** from the available menu items:



2. Select the programme from the list after searching (1) and click on **Show programme (2)**:

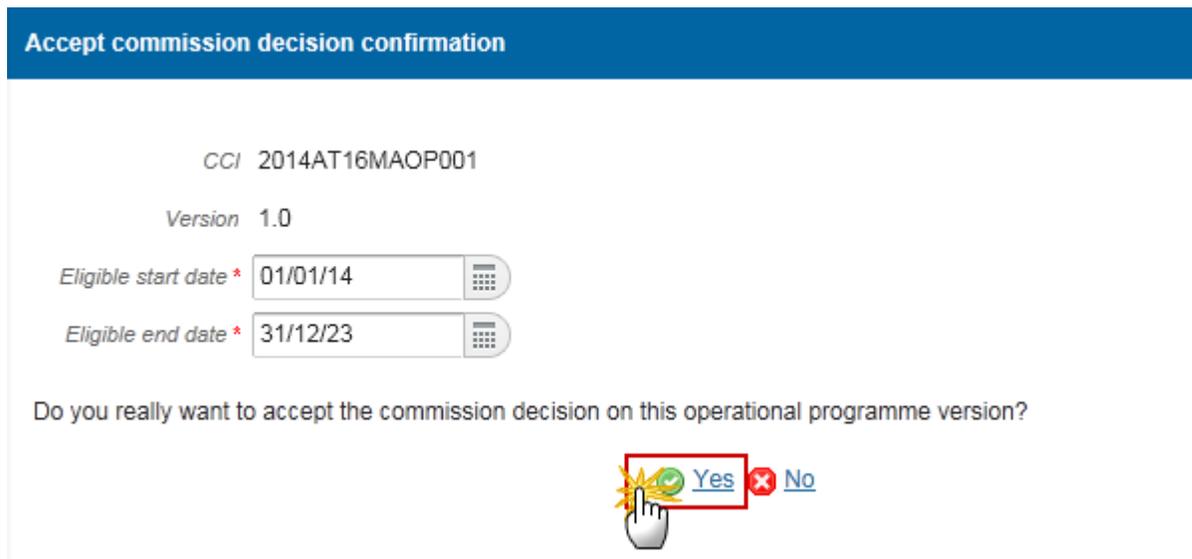


3. To accept the decision click on [Accept Decision](#)

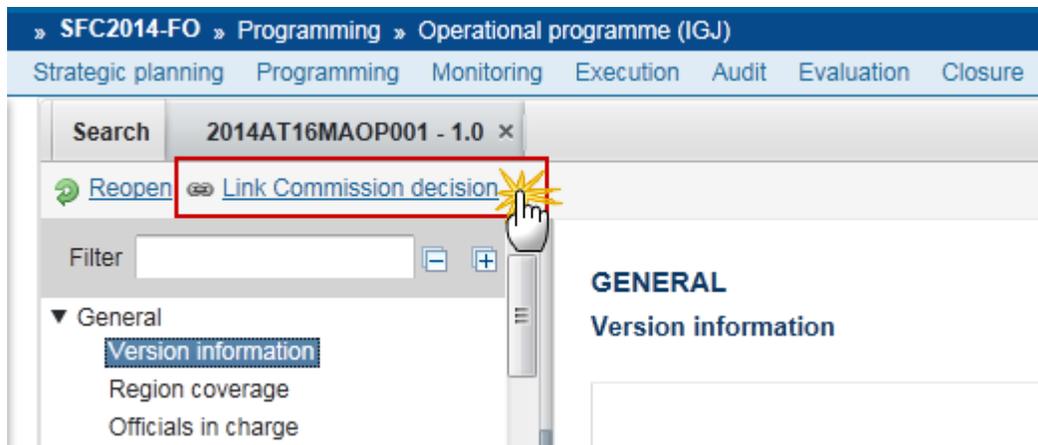


The Accept Commission decision confirmation pop-up window appears:

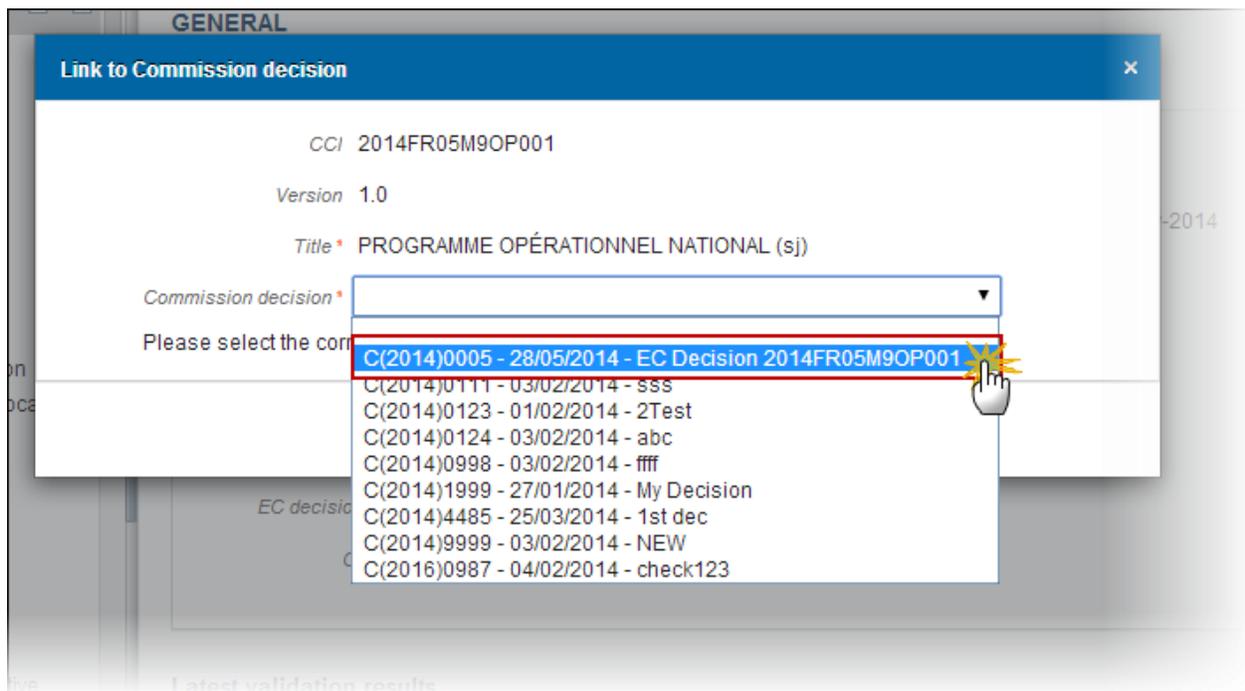
4. Click on [Yes](#) to accept the Commission Decision on this OP



5. To link the Commission Decision click on [Link Commission decision](#)



6. Select your Decision from the list



7. Click on [Yes](#) to confirm

Link to Commission decision

CCI 2014AT16MAOP001

Version 1.0

Title * OP AT Test (SI)

Commission decision * C(2014)1001 - 26/09/2014 - BE PETER MULTI

Please select the correct decision from the list and confirm your choice



The OP is linked to the Commission Decision and the EC Decision Number appears on the Version information screen:

GENERAL

Version information

<i>Title</i> OP AT Test (SI)	<i>Version</i> 1.0	<i>Last modified</i> 13-Nov-2014 15:01
<i>CCI</i> 2014AT16MAOP001	<i>Current node</i> European Commission	
<i>Status</i> Adopted by EC	<i>Last year</i> 2020	
<i>First year</i> 2014	<i>Eligible end date</i> 31-Dec-2023	
<i>Eligible start date</i> 01-Jan-2014		
<i>Making use of Art. 96(8)</i> <input type="checkbox"/>		
<i>EC decision number</i> C(2014)1001	<i>EC decision date</i> 26-Sep-2014	
<i>Comments</i>		

The Status is '**ADOPTED BY EC**', and the decision appears in the list:

» SFC2014-FO » Programming » Operational programme (IGJ)

Strategic planning Programming Monitoring Execution Audit Evaluation Closure Anti-fraud Utilities

Search

CCI: 2014AT16MAOP001 Status:

Version: Previous node:

Work version: Current node:

Title: Decision:

CCI	VERSION	TITLE	STATUS	PREVIOUS NODE	CURRENT NODE	MODIFICATION DATE	DECISION
2014AT16MAOP001	1.0	OP AT Test (SI)	 Adopted by EC	European Commission	European Commission	13-Nov-2014	C(2014)1001 - 26/09/2014

REMARK

When a Decision has been corrected, the  icon will be shown. Clicking on it will show a popup with a hierarchical list of correcting Decisions. Clicking one of those decisions will open the detail page in the same way as clicking on a Decision is the search result list.

The same  icon and principle will be used on all Search pages and General Version Information pages containing a Commission Decision column, like for Partnership Agreements, Programmes, Major Projects and Accounts.

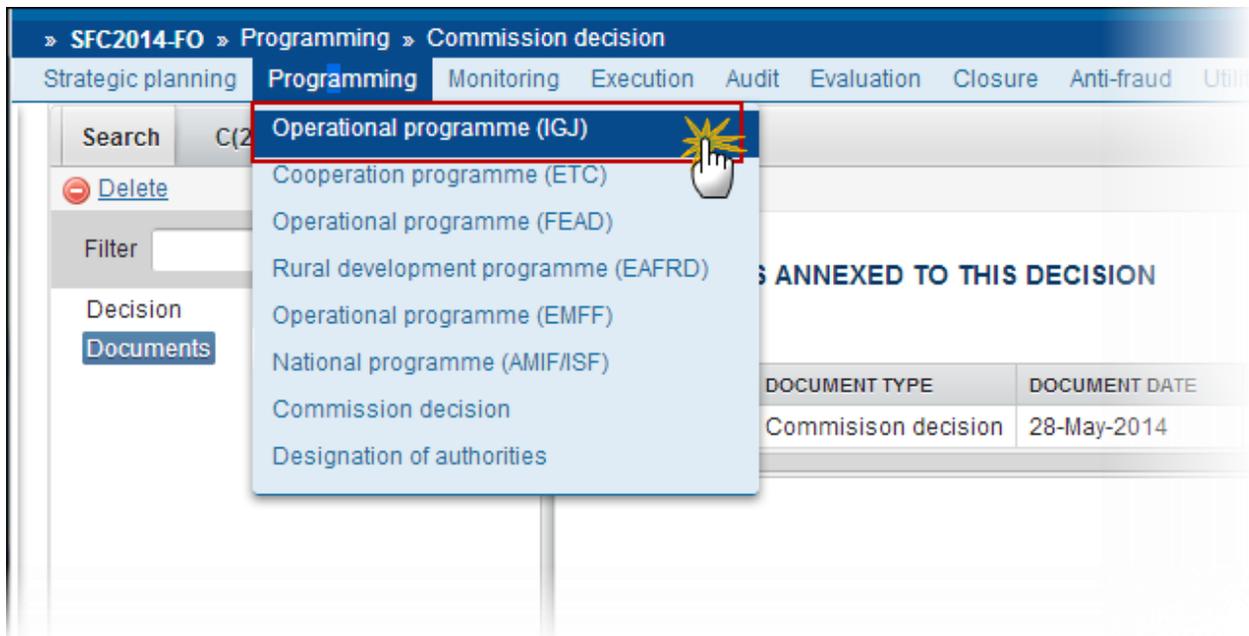
Accept MS decision

REMARK

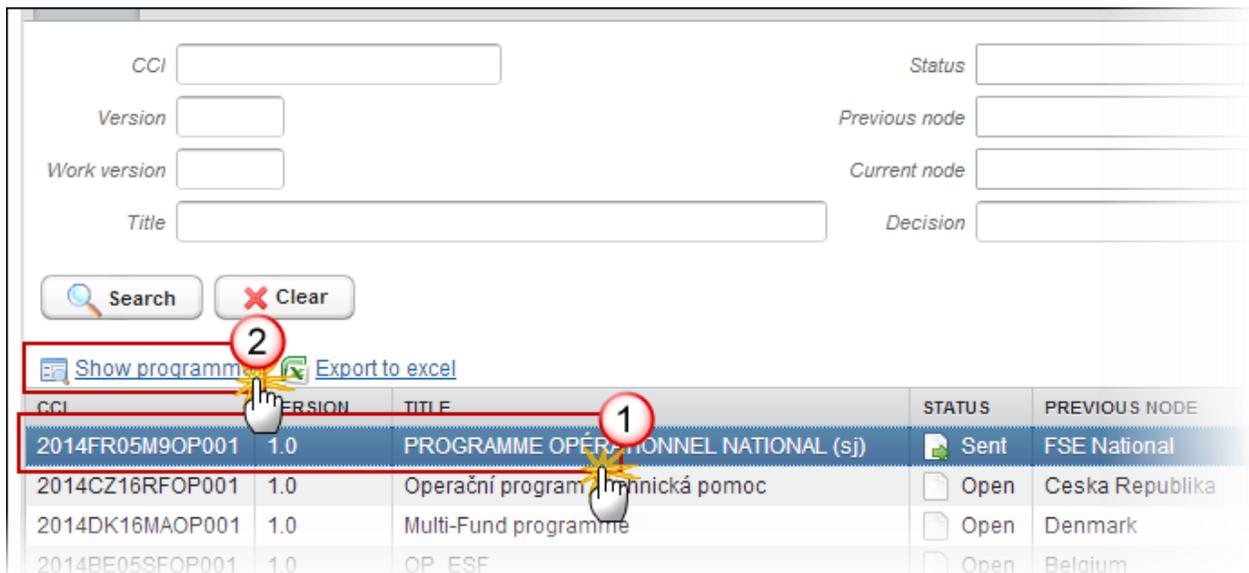
THIS OPTION IS **NOT** AVAILABLE FOR **HOME FUNDS** (AMIF, ISF)

To accept the MS decision on an Operational Programme, the OP must be in a status 'Sent' at the level of the Commission and must have a version number > 1. In this case the last applied Commission decision is still valid and no new Commission decision is required.

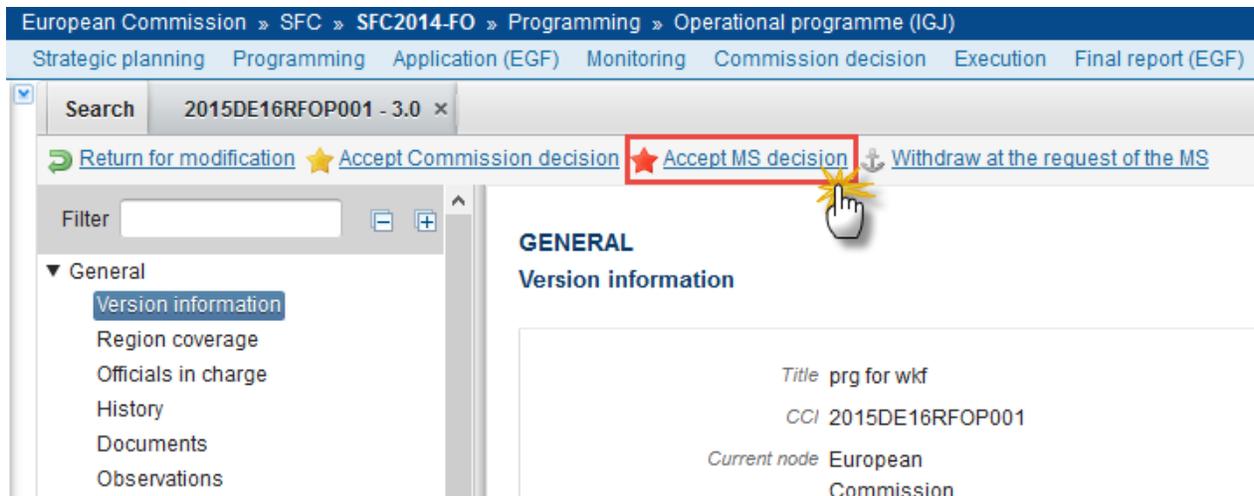
1. To accept the MS decision on an OP, first click on the **PROGRAMMING** menu and then choose the **programme type** from the available menu items:



2. Select the programme from the list after searching (1) and click on [Show programme \(2\)](#):



3. To accept the MS decision click on [Accept MS decision](#)



The Accept MS decision confirmation pop-up window appears:

4. Click on [Yes](#) to accept the MS Decision on this OP



The OP Status becomes '**ADOPTED BY MS**', and the last available Commission decision on that Programme still appears in the list:

GENERAL

Version information

Title	prg for wkf	Version	3.0
CCI	2015DE16RFOP001	Status	Adopted by MS
Current node	European Commission	Last year	2020
First year	2014	Eligible end date	31-Dec-2023
Eligible start date	01-Jan-2014	Major amendment (requiring EC approval - cf. Art. 96 CPR)	<input checked="" type="checkbox"/>
Making use of Art. 96(8) CPR	<input type="checkbox"/>	Justification for amendment	aaaa
EC decision number	C(2014)09784	EC decision date	12-Dec-2014
MS amending decision number		MS amending decision date	
Comments			

European Commission » SFC » SFC2014-FO » Programming » Operational programme (IGJ)

Strategic planning Programming Application (EGF) Monitoring Commission decision Execution Final report (EGF) Audit Evaluation Closure Anti-fraud Utilities

Search

CCI Status

Version Previous node

Work version Current node

Title Decision

[Show programme](#) [Export to excel](#)

CCI	VERSION	TITLE	STATUS	STATUS DATE	PREVIOUS NODE	CURRENT NODE	LAST MODIFIED	DECISION
2015DE16RFOP001	3.0	prg for wkf	<input checked="" type="checkbox"/> Adopted by MS	22-May-2017	European Commission	European Commission	22-May-2017	C(2014)09784 - 12/12/2014
2014RO16RFOP001	3.0	Program Operational Competitivitate	<input type="checkbox"/> Open	26-Apr-2017	România	România	26-Apr-2017	

Delete the Commission Decision

REMARK	The Commission Decision is not yet linked to a Partnership Agreement, a Programme or a Major Project and it is not corrected by another Commission Decision.
---------------	--

1. Click on the [Delete](#) link to remove the Commission Decision:

European Commission

SHARED FUND MAN.

Period 2014-2020 (SFC2014)

» SFC2014-FO » Programming » Commission decision

Strategic planning Programming Monitoring Execution Audit Evaluation Clo

Search C(2014)0006 - 13/11/2014 ×

Filter

Decision
Documents

DOCUMENTS ANNEXED TO

2. Click on [Yes](#) to confirm the deletion of the Commission Decision.

Commission decision deletion

EC decision number C(2019)10001 Modification date 04-Feb-2019 [Goto Vista](#)

EC decision date 04-Feb-2019

Title AAA

Is correcting decision

Original language * en - English

Comments

Do you really want to delete this Commission decision?

Yes No

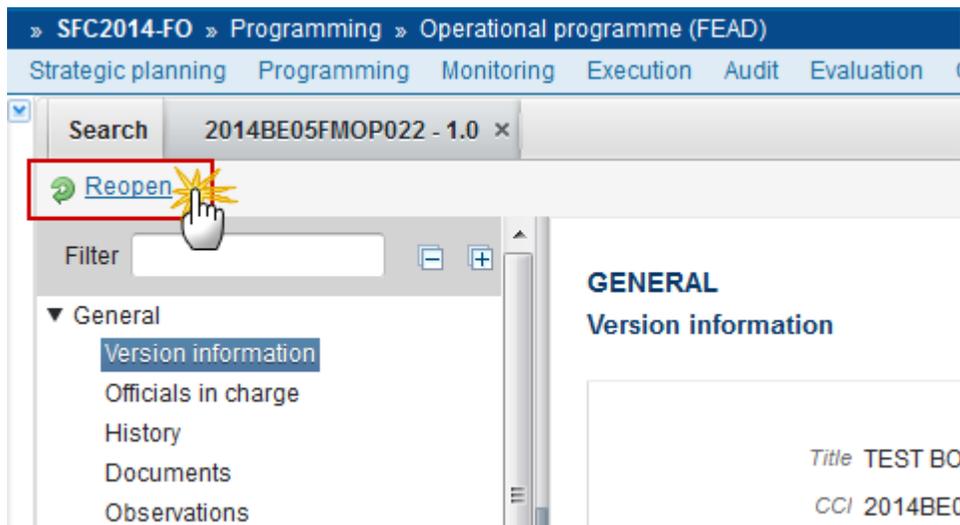
The delete is a physical delete.

Re-Open the Commission Decision

When a Commission Decision has been created and linked to an Object the option to 'Reopen' becomes available – this option will change the status of the Object back to 'Decision OK' and you can link again the Object with another Commission Decision or 'Reopen' the Object a second time and change the status to 'Sent to the EC'. This option undoes the 'Link Commission Decision' action.

REMARK	The 'Reopen' option should only be used exceptionally and when the 'Link Commission Decision' has been used accidentally or when you want to link the Object with another Commission Decision.
---------------	--

1. Click on the [Reopen](#) link to change the Object status back to 'DECISION OK'



The Re-open confirmation screen pop-up window appears:

Re-open

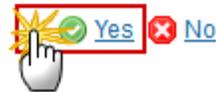
CCI 2014BE05FMOP022

Version 1.0

Title • TEST BO 2.4.3

Status Adopted by EC

Do you really want to reopen this programme version?



2. Click on [Yes](#) to confirm the 'Reopen' action or on [No](#) to go back to the Commission Decision

After the re-open action its status will change to '**DECISION OK**' and the EC decision number will no longer appear on the Version Information screen. You can 'Link commission decision' again:

A screenshot of a web application interface. At the top, there is a navigation bar with tabs: Strategic planning, Programming, Monitoring, Execution, Audit, Evaluation, Closure, Application (EGF), Anti-fraud, and Utilities. Below this is a search bar containing '2014BE05FMOP022 - 1.0'. A 'Reopen' button with a circular arrow icon is highlighted with a red box, and next to it is a 'Link Commission decision' button. Below the search bar is a 'Filter' input field. On the left side, there is a sidebar menu with a tree view. The 'General' section is expanded, and 'Version information' is selected and highlighted with a blue box. The main content area is titled 'GENERAL Version information' and contains a table of details:

Title	TEST BO 2.4.3	Version	1.0
CCI	2014BE05FMOP022	Current node	European Commission
Status	Decision OK	First year	2014
First year	2014	Last year	2020
Eligible start date	01-Dec-2013	Eligible end date	31-Dec-2023
EC decision number		EC decision date	

The 'Status' field is highlighted with a red box, and the 'EC decision number' field is also highlighted with a red box.

Additional Functionality

Notifications

For Commission internal use, it is necessary to generate the following events:

Since the Commission Decision has no state or procedural steps, the only events we will foresee are:

1. **CDCRE** – generated when a Commission Decision record is created.
2. **CDDEL** – generated when a Commission Decision record is deleted.
3. **CDUPD** – generated when a Commission Decision record is updated and when any of the underlying data (CCIs covered, Documents, Attachments) is created, updated, deleted.

The following event type parameters will be foreseen:

PARAM_NAME	MANDATORY	DATA_TYPE	COMMENT
Action Date	Y	Date	
Action User Id	N	Int	
Action User Name	N	char	
CCIs	N	char	covered CCIs
Cd Uniq Id	Y	Long	
Decision Number	Y	Char	