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Territorial Just Transition Plan

PURPOSE

This document describes the specifications related to the Territorial Just Transition Plan (TJTP). The TJTP needs to be defined by the MS in case JTF is covered in their IJG Programme(s). The TJTP can be defined and then used by different Programmes. A TJTP version will never be sent as such to the Commission. It will only be sent as part of specific Programme version(s), when it is referred by the specific Programme version, and assessed together with that Programme version.

REGULATIONS

More detail regarding the regulation of the Territorial Just Transition Plan (TJTP) can be found in the "[About SFC2021](#)" section of the portal.

ROLES

Roles involved in Territorial Just Transition Plan (TJTP) are:

MS Managing Authority (MSMA)	Record the TJTP Upload the TJTP Documents Consult the TJTP Delete the TJTP Validate the TJTP Create New Version of the TJTP Reopen the TJTP Mark TJTP as completed
MS Audit Authority (MSAA)	Consult the TJTP

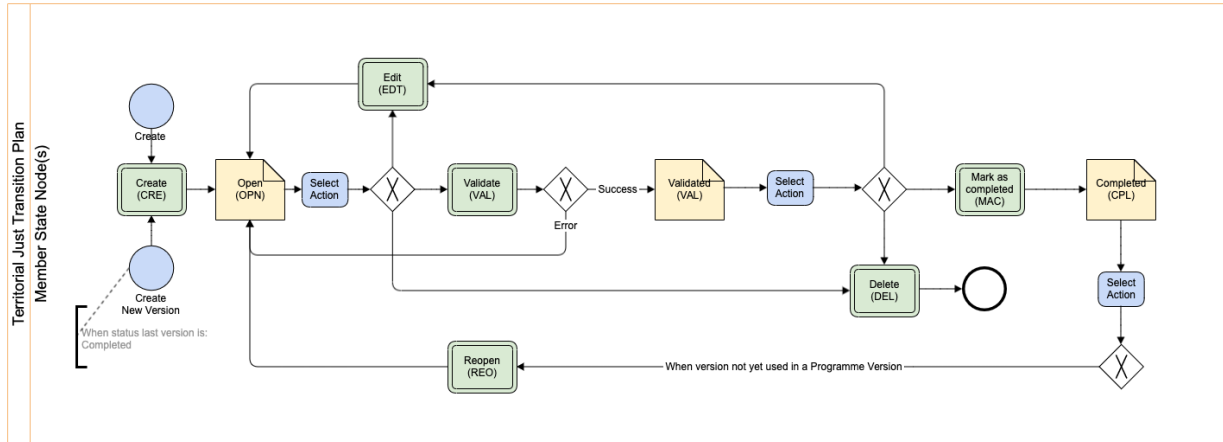
FUNDS

JTF

Workflow

This section shows the lifecycle to create and manage a TJTP. There is no modifying the TJTP once it has been submitted. The Commission cannot change a TJTP, only respond.

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



Create the TJTP

REMARK	The User is an identified User and has the role of MS Managing Authority with Update rights (MSMAu) for JTF.
---------------	--

1. To access the **TJTP** go to the **Programming** menu and select the **Territorial Just Transition Plan** menu item:

SFC2021

- HOME
- STRATEGIC PLANNING
- PROGRAMMING
 - Programme (IJG)
 - Territorial just transition plan**
 - Programme (ETC)
 - Programme (EMFAF)

2. Click on the **CREATE** button to create a new TJTP:

Compact (External) njoffrso - IT ? EN

Status date	Current node	Used in programme(s)	Last modified
-------------	--------------	----------------------	---------------

+ Create

You are redirected to the TJTP Creation Wizard:

CREATE TERRITORIAL JUST TRANSITION PLAN

FILL IN THE TJTP PLAN INFORMATION

Reference *

TJTP01SG

1

Title *

TJTP Test 01 IT

2

Comments

this is a comment

3

Source language *

Italian

4

Please make sure that the territorial just transition plan that you are planning to encode in SFC does not duplicate an already existing plan. In case the territorial just transition plan that corresponds to several programmes is already completed in SFC, just link the relevant programme with this plan before sending it to the Commission.

Cancel

Create

5

3. Enter or select the following information:

(1) Enter the *Reference*.

The Reference must be unique within the Country and can only be updated when Version 1.

(2) Enter the *Title*.

(3) Enter any *Comments*.

(4) Select the *Source language*.

(5) Click on **CREATE** to confirm creation of the the TJTP.

The status of the TJTP is **OPEN**.

REMARK	The initial TJTP structure is created, and a Table of Content (ToC)/Navigation Tree is presented, so the User can enter the structured data of the TJTP.
---------------	--

Record/Edit the TJTP

General

Version Information

NOTE	The Version Information contains information on the identification and status of the TJTP ; like the Reference, Title, Version Number, Status, Current Node, etc.
-------------	--

1. Click on the **Edit** button to access the edit form to modify the information:



The Edit form appears:

Version information ⓘ

Reference *

TJTP01SG

24

Title *

TJTP Test 01 IT

240

OTHER

Comments

this is a comment

1083

Source language *

Italian

↓

Cancel

Save



2. Only selected fields are modifiable. Once any changes are made click the **SAVE** button to save the information.

The **Programme versions referring to this TJTP** table will contain any IJG Programmes that have linked this TJTP in the corresponding section of their Programme.

▼ Show toolbar

Version information ⓘ

Reference	Version	Last modified	Current node	
TJTP01SG	1.0	20/12/2021, 13:20	Italy	COMPLETED

Title


TJTP Test 03 IT

OTHER

Comments

PROGRAMME VERSION(S) REFERRING TO THIS TJTP

CCI	Title	Version	Status	Decision
2021IT05FFPR002	TEST - IJG - TC	1.0	OPEN	
2021IT16FFPR001	TEST - IJG - SG	1.0	OPEN	

- Click on the **Refresh** icon  in the **Version information** menu to refresh the list of linked Programmes.

History

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

▼ Show toolbar

History

General

- Version information
- History**
- Documents


1 Outline of the transition process


2 Assessment of transition challenge

3 Governance mechanisms

4 Programme-specific output or resu

- Justification
- Table1 Output indicators

20/12/2021 12:21  OPEN
Action **Validate** on node **Italy** by [Gsb, Ste](#)

20/12/2021 12:01  OPEN
Action **Create** on node **Italy** by [Gsb, Ste](#)

Documents

The **Documents** list shows all documents uploaded against this version of the TJTP by Member State and by Commission Users. These documents will never be sent from within the TJTP module. When the TJTP version is referred by an IJG Programme version, then a copy of these documents is sent with the Programme version.

NOTE	Additional information that can not fit into the designated free text boxes of the TJTP template can be added by attaching the document type 'TJTP Supplementary Information'.
-------------	--

The following documents will be foreseen:

Description	Internal Code	Non-Integral (1)	Integral (2)	System (3)	Required (4)
TJTP Supplementary Information	TJTP.TJTSPS	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

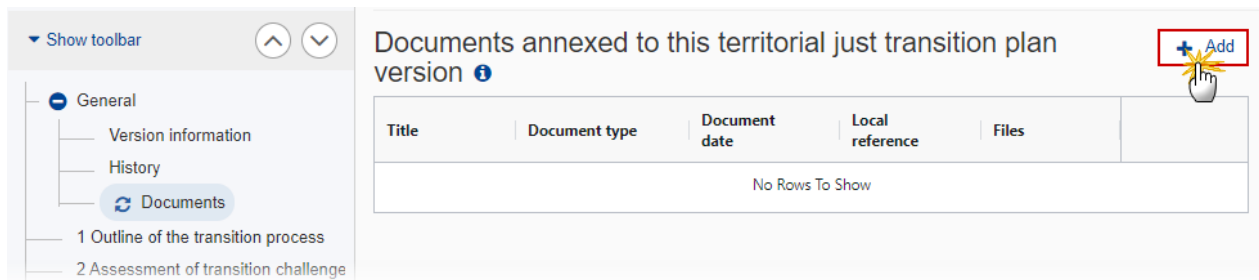
REMARK	As the TJTP.TJTSPS document will never be sent, it is normally not visible for Commission users. An exception will be implemented to allow Commission users to consult documents of this type.
---------------	--

Uploading & Sending Documents

- 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.


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



The Edit document detail pop-up window appears:

Edit document details


Document type *  **1**

Document date *  **2**

Document title * **3**

Local reference **4**

ATTACHED FILES

 **5**

Title	Type	Language	File / Upload
No Rows To Show			

2. Enter or select the following information:

(1) Select a *Document type*.

(2) Enter a *Document date*.

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

(3) Enter a *Document title* for your Document.

(4) Enter a *Local reference*.

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

- You can add multiple attachments by clicking on the **ADD** button.
- 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	
Integral doc 1	Main 2	English 3	Browse 4 File uploaded!	

5 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	The documents in the TJTP will only display the SAVE button and will never be sent, but will be visible to Commission Users.
---------------	---

Deletion of an unsent document

REMARK	Only unsent documents can be deleted.
---------------	---------------------------------------

1. In the row of a previously uploaded unsent document click on the **DELETE** icon to delete the document and associated attachments:

Documents annexed to this territorial just transition plan version + Add

Title	Document type	Document date	Local reference	Files	
TJTP Test	TJTP Supplementary Information	12/10/2021		1	

A confirmation window appears:

Warning

Are you sure you want to delete this row?

No Yes

2. Click on **Yes** to confirm deletion. Click on **No** to return to the document section.

1 Outline of the transition process

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

Table of Contents <

1. OUTLINE OF THE TRANSITION PROCESS AND IDENTIFICATION OF THE MOST NEGATIVELY AFFECTED TERRITORIES WITHIN THE MEMBER STATE ⓘ

Reference: point (a)(b) of Article 11(2), Article 6 JTF Regulation wherever relevant

Show toolbar

Documents

- 1 Outline of the transition process
- 2 Assessment of transition challenges
- 3 Governance mechanisms
- 4 Programme-specific output or result i

No information provided yet.

Edit

The Edit details window appears:

1. OUTLINE OF THE TRANSITION PROCESS AND IDENTIFICATION OF THE MOST NEGATIVELY AFFECTED TERRITORIES WITHIN THE MEMBER STATE ⓘ

Reference: point (a)(b) of Article 11(2), Article 6 JTF Regulation wherever relevant

B I U

12000 0
chars words

1

Cancel Save

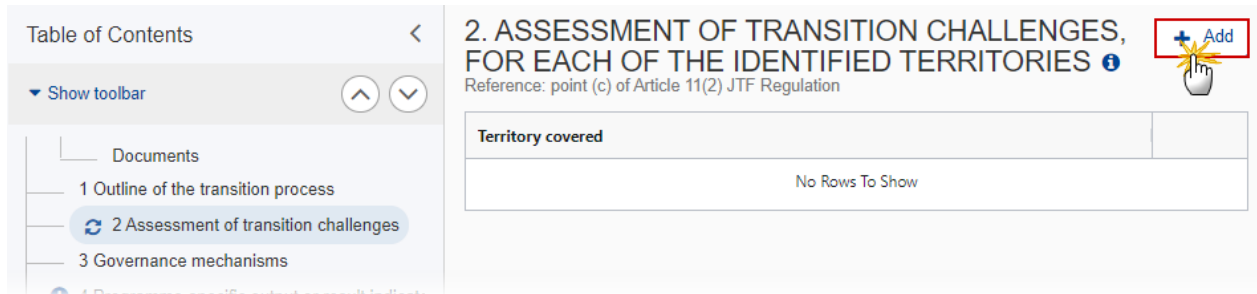
2

2. Enter the following:

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

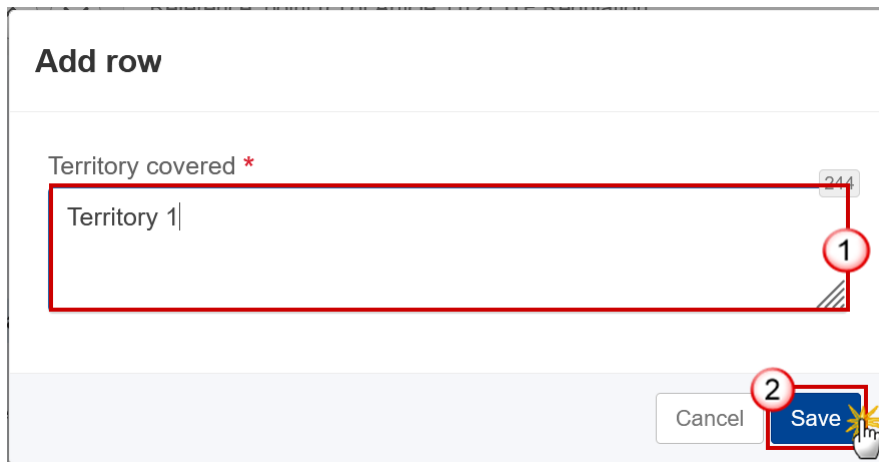
2 Assessment of transition challenges

1. Click on the **Add** button to add information in the table:



The screenshot shows a sidebar on the left with a 'Table of Contents' section containing items like 'Documents', '1 Outline of the transition process', '2 Assessment of transition challenges', '3 Governance mechanisms', and '4 Programme specific output or result indicators'. The main content area is titled '2. ASSESSMENT OF TRANSITION CHALLENGES, FOR EACH OF THE IDENTIFIED TERRITORIES' with a reference to 'point (c) of Article 11(2) JTF Regulation'. A '+ Add' button is highlighted with a red box and a hand cursor. Below the title is a table with a header 'Territory covered' and a single row containing the text 'No Rows To Show'.

The add row window appears:



The 'Add row' window is shown with a title bar. It contains a text input field labeled 'Territory covered *' with a red asterisk indicating a required field. The field contains the text 'Territory 1|'. A red box highlights the input field, and a red circle with the number '1' is placed at the bottom right corner of the field. At the bottom of the window, there are two buttons: 'Cancel' and 'Save'. A red box highlights the 'Save' button, and a red circle with the number '2' is placed above it. A hand cursor is shown clicking on the 'Save' button.

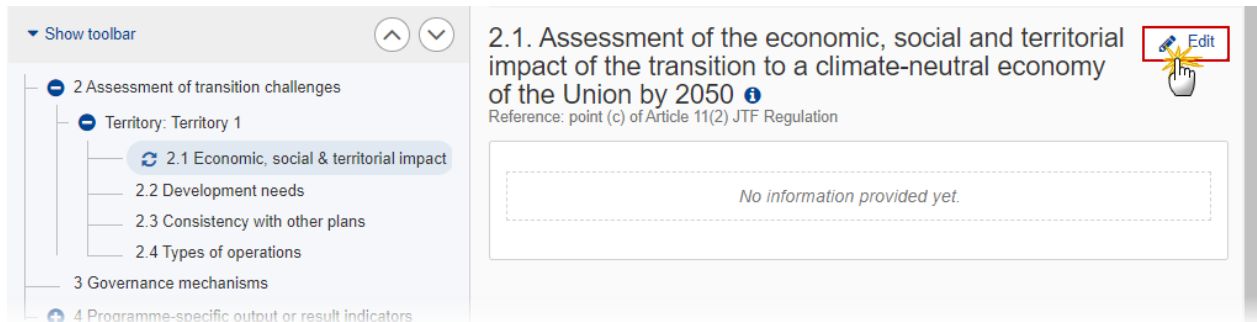
2. Enter the following:
 - (1) Enter the *Territory covered*.
 - (2) Click on **SAVE** to save the information

REMARK	For each Territory created/deleted a Table of Content entry and sub-entries will be created/deleted.
---------------	--

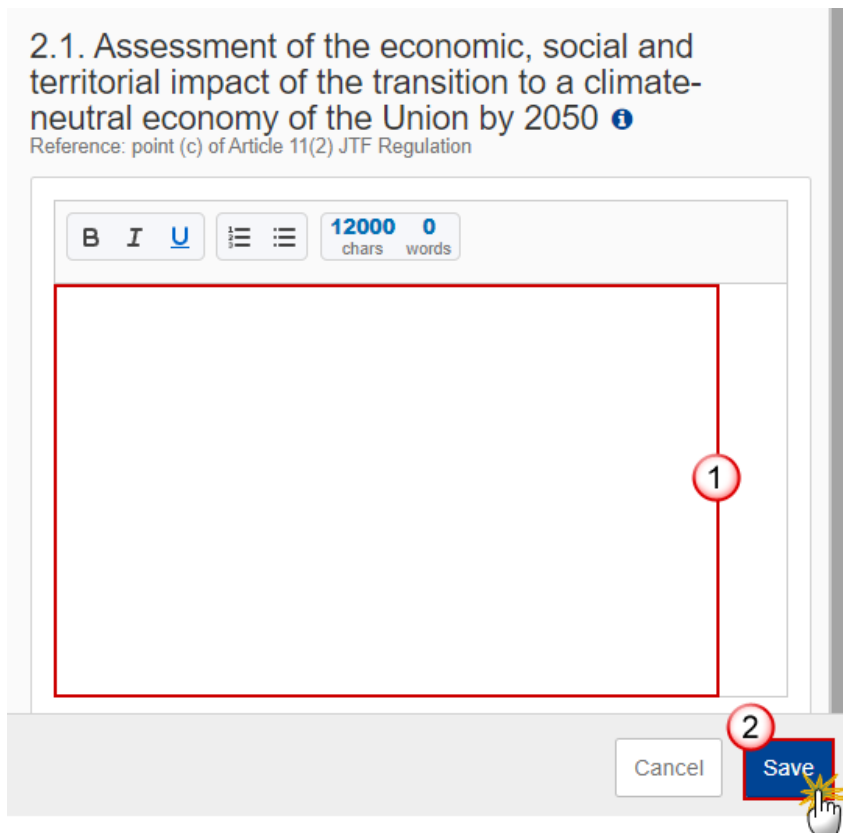
Territory

2.1 Economic, social & territorial impact

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



The Edit details window appears:



2. Enter the following:

(1) Enter the text in the text box provided.

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

2.2 Development needs

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

The screenshot shows a web interface with a navigation menu on the left and a main content area on the right. The navigation menu includes the following items:

- 2 Assessment of transition challenges
 - Territory: Territory 1
 - 2.1 Economic, social & territorial impact
 - 2.2 Development needs**
 - 2.3 Consistency with other plans
 - 2.4 Types of operations
 - 3 Governance mechanisms
 - 4 Programme-specific output or result indicators

The main content area displays the following text:

2.2. Development needs and objectives by 2030 in view of reaching a climate-neutral economy of the Union by 2050 ⓘ
Reference: point (d) of Article 11(2) JTF Regulation

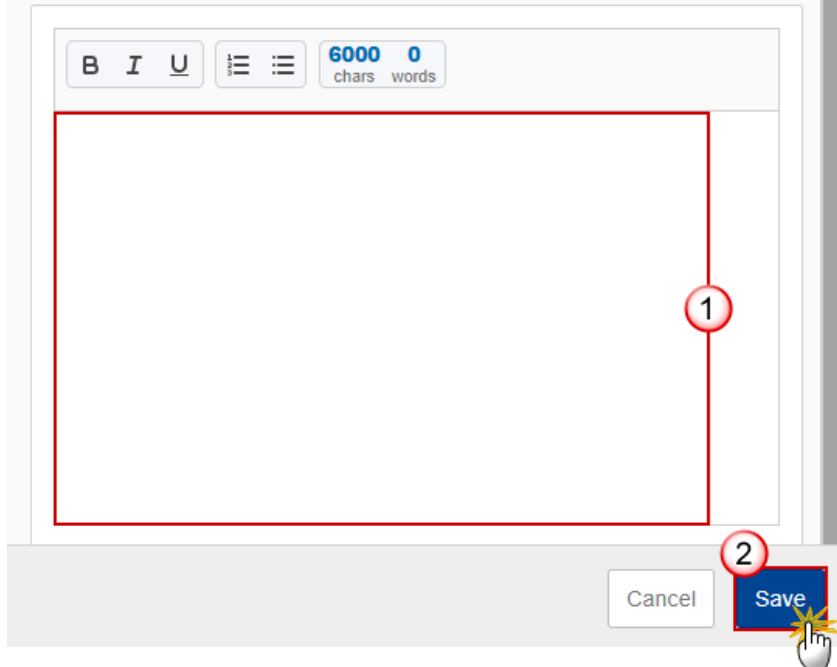
Below the text is a dashed box containing the text: *No information provided yet.*

An **Edit** button is highlighted with a red box and a hand cursor.

The Edit details window appears:

2.2. Development needs and objectives by 2030 in view of reaching a climate-neutral economy of the Union by 2050

Reference: point (d) of Article 11(2) JTF Regulation



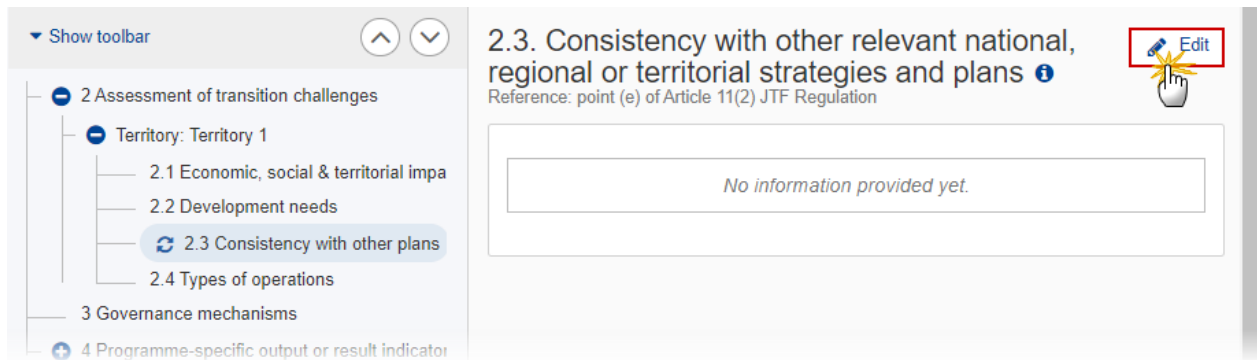
The screenshot shows a text editor window. At the top, there is a title bar with the text "2.2. Development needs and objectives by 2030 in view of reaching a climate-neutral economy of the Union by 2050" and an information icon. Below the title bar is a reference: "Reference: point (d) of Article 11(2) JTF Regulation". The main area of the editor contains a large, empty text box outlined in red. To the right of the text box, there is a red circle with the number "1". Above the text box is a toolbar with buttons for bold (B), italic (I), underline (U), and a list icon. To the right of the toolbar is a character count display showing "6000" characters and "0" words. Below the text box are two buttons: "Cancel" and "Save". The "Save" button is highlighted with a red circle containing the number "2", and a mouse cursor is clicking on it.

2. Enter the following:

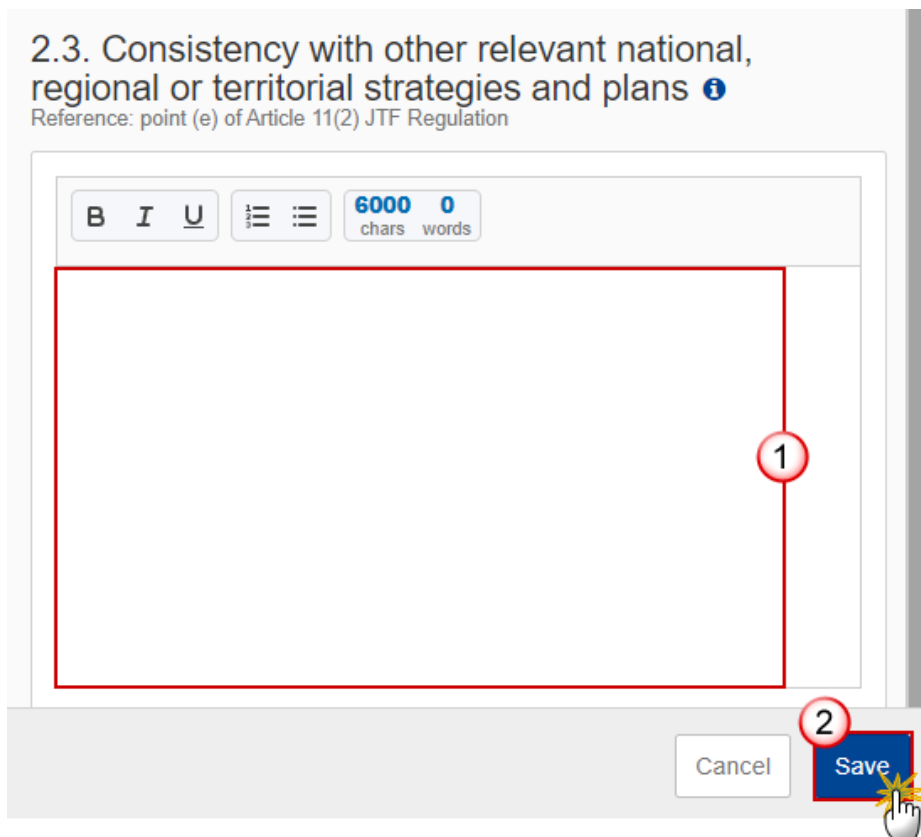
- (1) Enter the text in the text box provided.
- (2) Click on **SAVE** to save the information.

2.3 Consistency with other plans

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



The Edit details window appears:

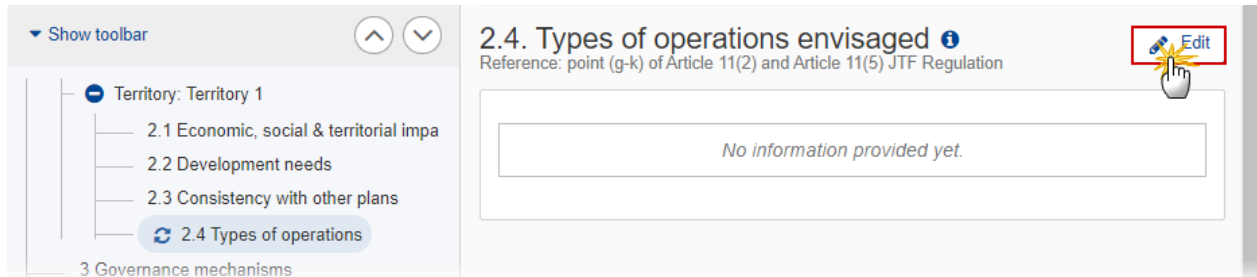


2. Enter the following:

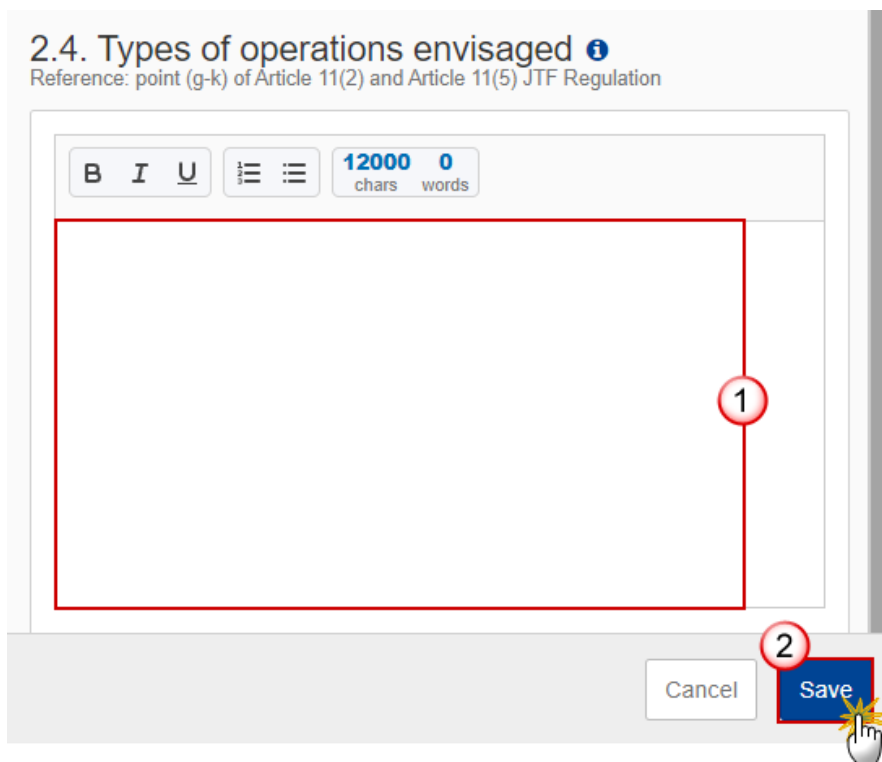
- (1) Enter the text in the text box provided.
- (2) Click on **SAVE** to save the information.

2.4 Types of operations

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



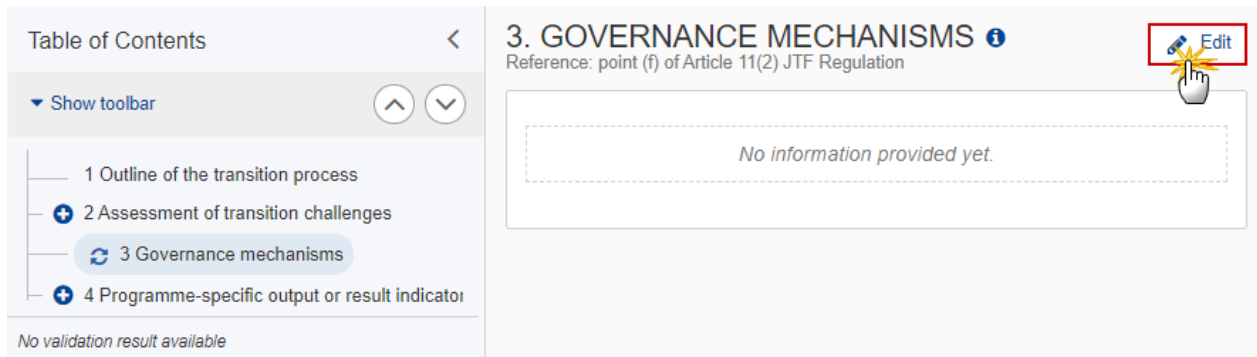
The Edit details window appears:



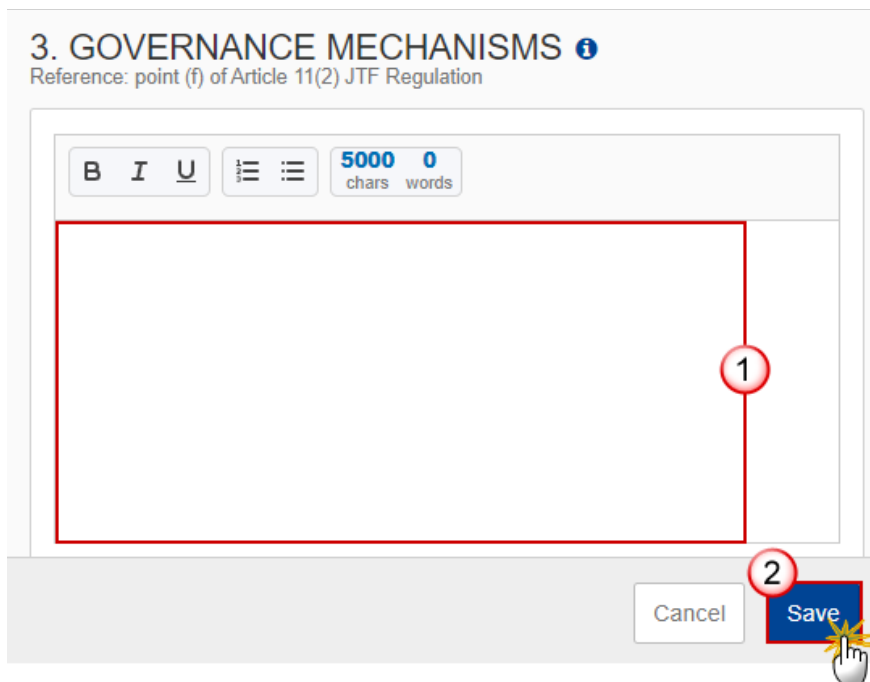
2. Enter the following:
 - (1) Enter the text in the text box provided.
 - (2) Click on **SAVE** to save the information.

3 Governance mechanisms

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



The Edit details window appears:



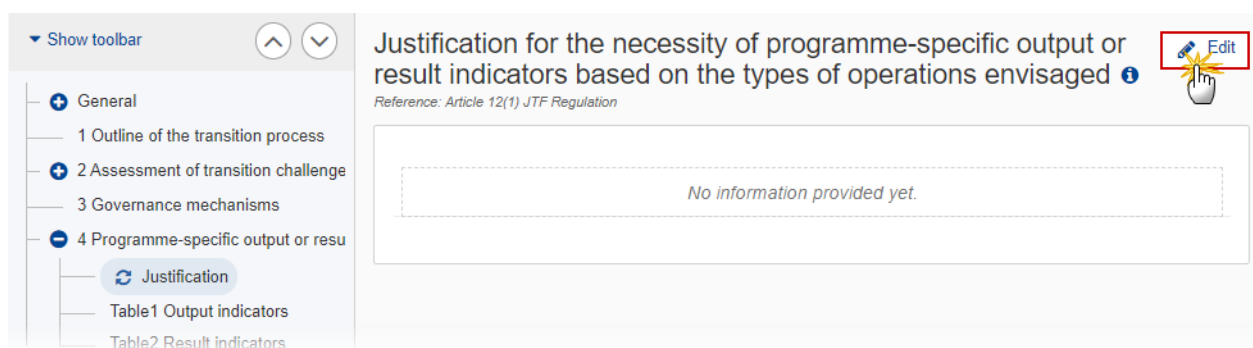
2. Enter the following:
(1) Enter the text in the text box provided.

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

4 Programme-specific output or result indicators

Justification

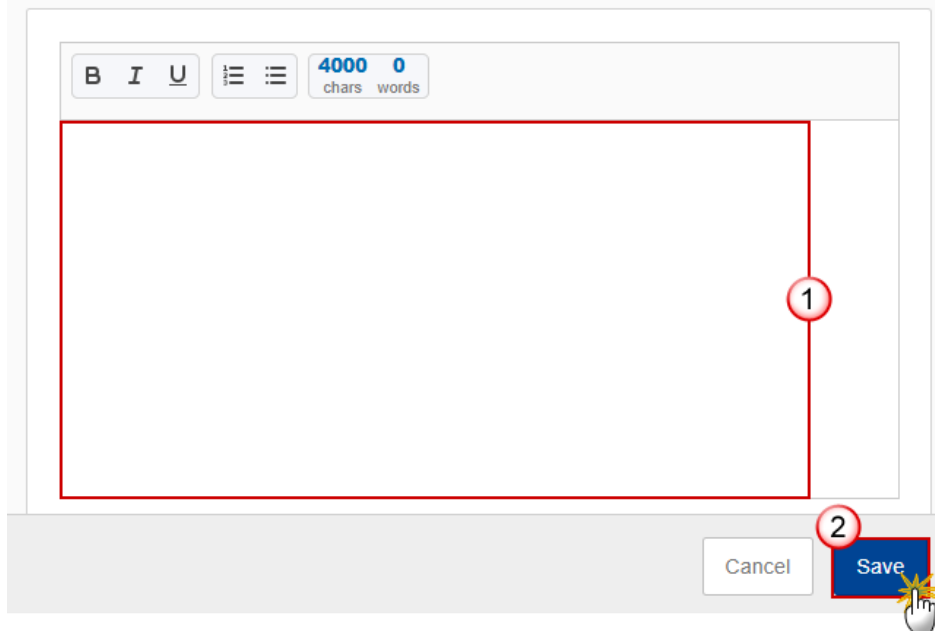
1. Click on the **EDIT** button to enter the information:



The Edit details window appears:

Justification for the necessity of programme-specific output or result indicators based on the types of operations envisaged




Reference: Article 12(1) JTF Regulation



2. Enter the following:

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

Table 1 Output indicators

- Clicking on the **ADD** button  will open a pop-up window allowing you to add a new Output indicator.
- Selecting an Output indicator row and clicking on the **EDIT** icon  will allow you to modify the Output indicator information.
- Selecting an Output indicator row and clicking on the **DELETE** icon  will allow you to delete the Output indicator.

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

▼ Show toolbar

2 Assessment of transition challenges
3 Governance mechanisms
4 Programme-specific output or result indicator:
 Table1 Output indicators
 Table2 Result indicators

No validation result available

Table 1: Output indicators for JTF specific objective ⓘ
Reference: Article 12(1) JTF Regulation

+ Add

ID	Indicator	Measurement unit	Milestone (2024)	Target (2029)
No Rows To Show				

The edit details form appears:

Add row

ID * 1
01

Indicator * 2
Test Indicator

Measurement unit * 3
Number

Milestone (2024) * 4 Target (2029) * 5
10 100

Cancel 6 Save

2. Enter or select the following:

(1) Enter the *ID*.

The Indicator ID must be different from the Common and Reserved Indicators for IJG.

(2) Enter the *Indicator* name.




(3) Enter the *Measurement unit*.

(4) Enter the *Milestone (2024)*.

(5) Enter the *Target (2029)*.

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

Table 2 Result indicators

- Clicking on the **ADD** button  will open a pop-up window allowing you to add a new Result indicator.
- Selecting a Result indicator row and clicking on the **EDIT** icon  will allow you to modify the Result indicator information.
- Selecting a Result indicator row and clicking on the **DELETE** icon  will allow you to delete the Result indicator.

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

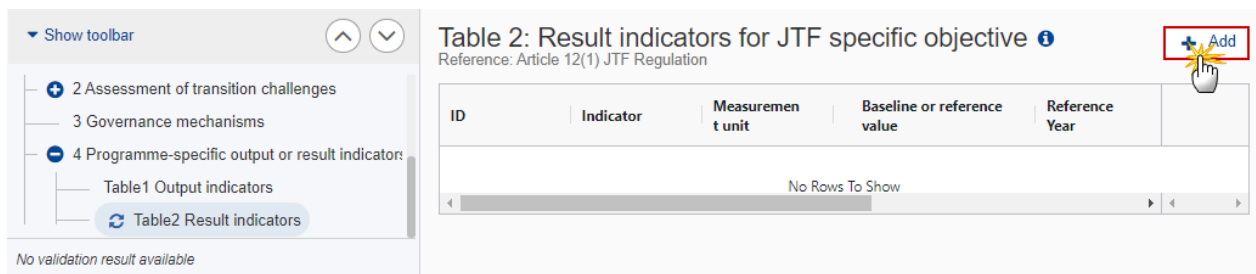



Table 2: Result indicators for JTF specific objective 
Reference: Article 12(1) JTF Regulation

ID	Indicator	Measurement unit	Baseline or reference value	Reference Year	
No Rows To Show					

No validation result available

The edit details form appears:

Add row

ID * 1

001

Indicator * 2

Test Result

Measurement unit * 3

Number

Has qualitative target 4

Baseline or reference value * 5 Target (2029) * 6

10 100

First reference year * 7 Last reference year 8

2021 2027


Source of data * 9

Source

Comments 10

Comments

11

Cancel Save 

2. Enter or select the following:

(1) Enter the *ID*.

The Indicator ID must be different from the Common and Reserved Indicators for IJG.

(2) Enter the *Indicator* name.

(3) Enter the *Measurement unit*.

(4) Check the box if the indicator *Has qualitative target*.

When the Indicator has a qualitative target, a Field for the Baseline value and the Target value will be foreseen and stored as "qualitativeBaseline" and "qualitativeTarget", otherwise a Number field will be foreseen and stored as "baselineValue" and "targetValue".

(5) Enter the *Baseline or reference value*.

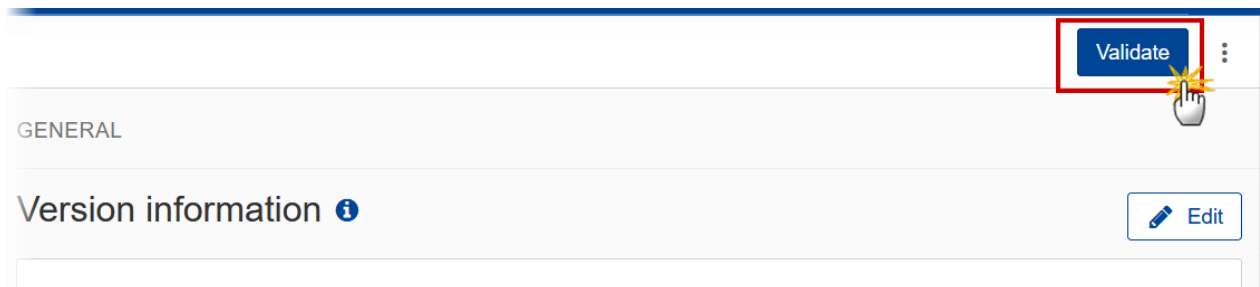
(6) Enter the *Target (2029)*.

- (7) Enter the *First reference year*.
- (8) Enter the *Last reference year* (not mandatory).
- (9) Enter the *Source of data*.
- (10) Enter any *Comments* (not mandatory).
- (11) Click on **SAVE** to save the information.

Validate the TJTP

REMARK	<p>The TJTP can be validated when the current version is in status OPEN.</p> <p>To validate the TJTP, the User must have the role of Member State Managing Authority with Update access (MSMAu) for JTF.</p>
---------------	--

1. Click on the **VALIDATE** button to validate the TJTP:



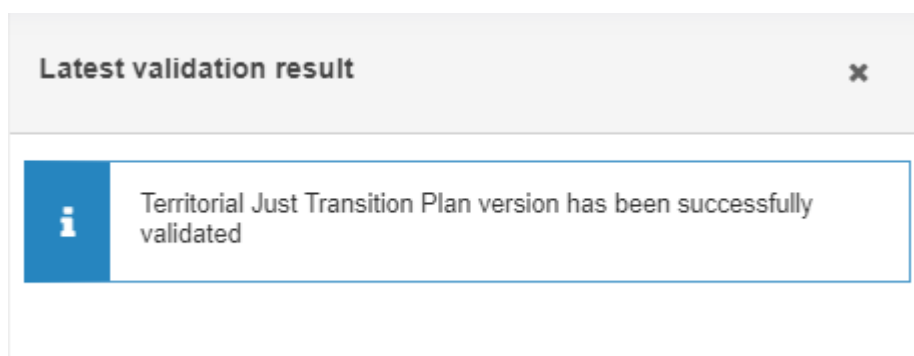
REMARK	<p>An ERROR will block you from sending the TJTP. The error(s) should be resolved and the TJTP must be revalidated. Note that a WARNING does not block you from sending the TJTP.</p>
---------------	---

The system validates the following information:

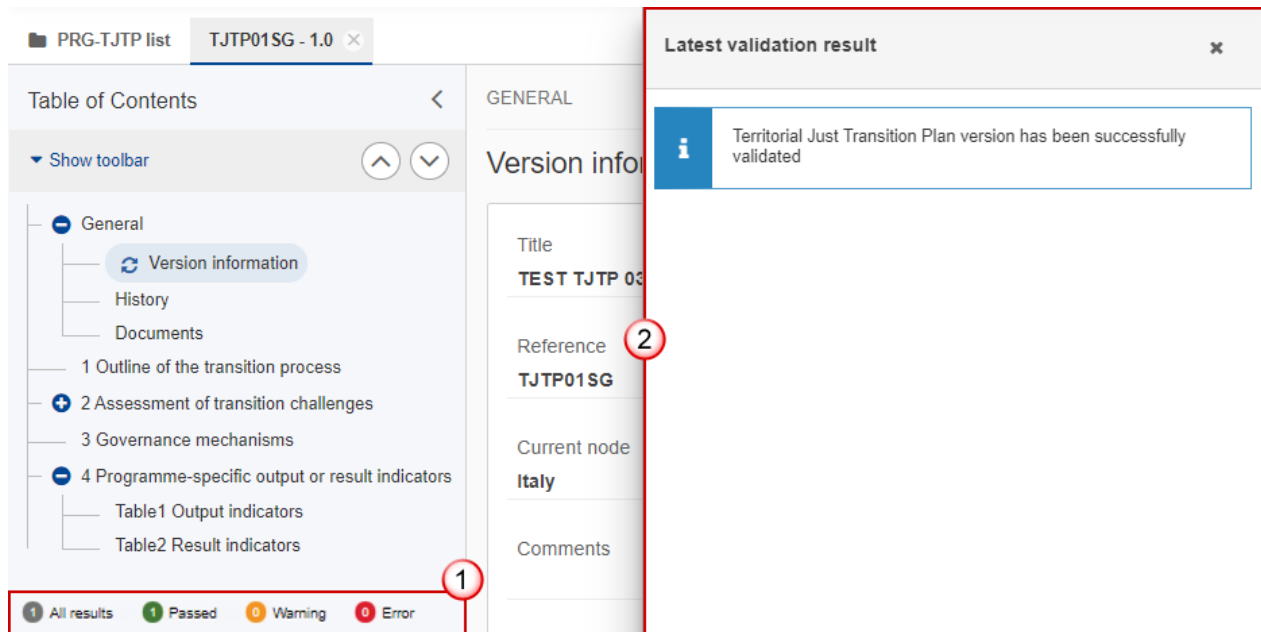
Code	Severity	Validation Rules
001	ERROR	Validate that section 1 is not empty.

002	ERROR	Validate that section 2.1 is not empty.
003	ERROR	Validate that section 2.2 is not empty.
004	ERROR	Validate that section 2.3 is not empty.
005	ERROR	Validate that section 2.4 is not empty.
006	ERROR	Validate that section 3 is not empty.
007	ERROR	Validate that the ID of the programme specific output indicators is different from any of the common and reserved indicators for IJG (implicit in web).
008	ERROR	Validate that the ID of the programme specific result indicators is different from any of the common and reserved indicators for IJG (implicit in web).
009	ERROR	Validate that there is at least one territory covered in section 2.
010	WARNING	Validate that the territories covered under section 2 are not covered by other existing territorial just transition plans.
011	ERROR	Validate when at least one programme specific indicator is defined in table 1 or 2, that a justification is provided.
012	ERROR	Validate that there is no justification provided when no programme specific indicator is defined in table 1 or 2.

An example of a validation window:



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



To see the last validation results:

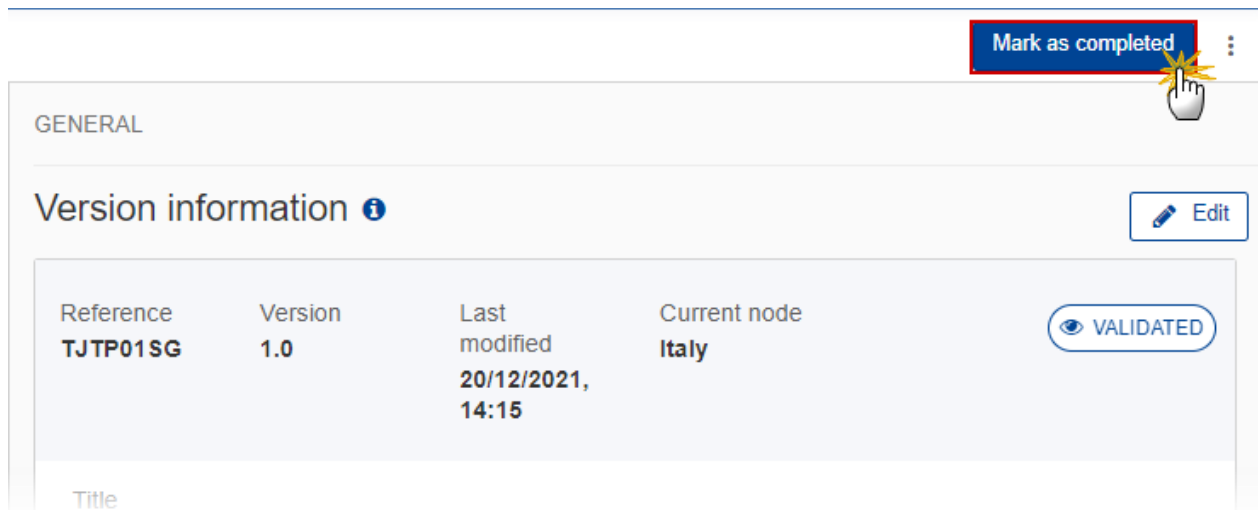
- (1) Click on one of the 4 categories: *All results, Passed, Warning, Error*.
- (2) The list of latest validation results for the chosen category is displayed.

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

Mark the TJTP as completed

REMARK	<p>The TJTP can only be marked as complete once the VALIDATION ERRORS have been removed and the status is VALIDATED.</p> <p>Only completed Territorial Just Transition Plan versions can be referenced by Programme Versions covering JTF.</p> <p>The notification utility will be called to notify officials in charge of last Programme versions referring to the Territorial Just Transition Plan, that a newer version of the TJTP was completed. Once a new version of the TJTP has been completed, the Programme should refer to that latest version of the TJTP.</p> <p>To mark the TJTP as completed, the User must have the role of Member State Managing Authority with Send access (MSMAs) for JTF.</p>
---------------	--

1. Click on the **MARK AS COMPLETED** button to mark the TJTP as completed:



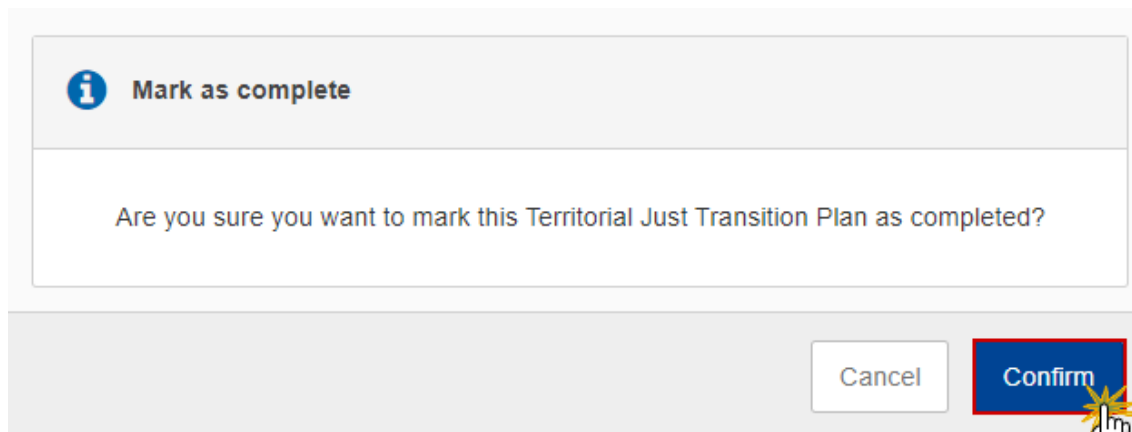
GENERAL

Version information ⓘ Edit

Reference	Version	Last modified	Current node	
TJTP01SG	1.0	20/12/2021, 14:15	Italy	VALIDATED

Title

The system will ask you to confirm the action:



Mark as complete

Are you sure you want to mark this Territorial Just Transition Plan as completed?

Cancel Confirm

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

The status of the TJTP is set to **COMPLETED**.

Delete the TJTP

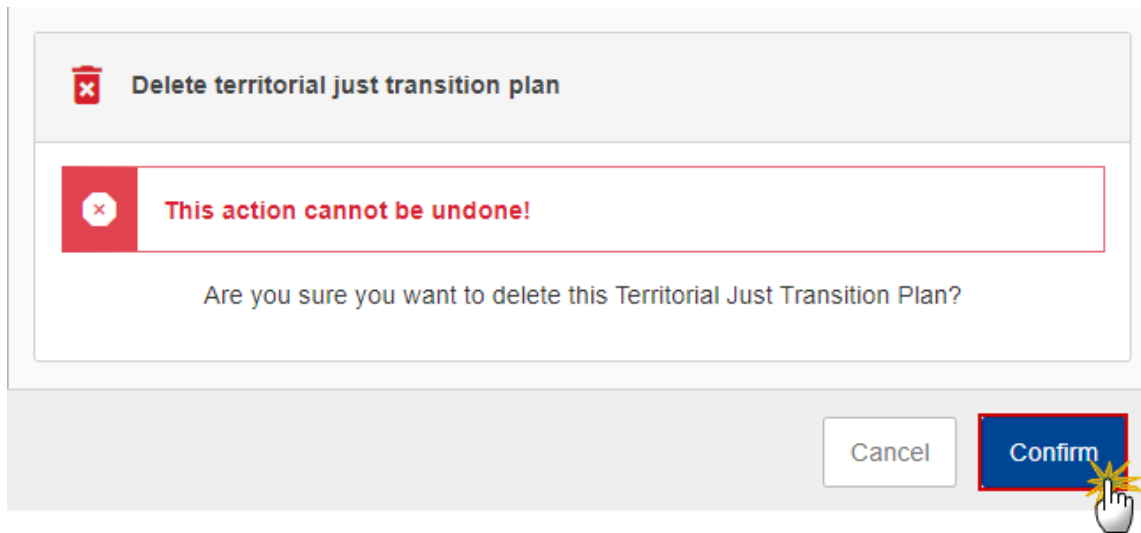
REMARK	<p>The TJTP can only be deleted when the status is OPEN Or VALIDATED and resides on the owner node.</p> <p>To delete the TJTP, the User must have the role of Member State Managing Authority with Update access (MSMAu) for JTF.</p> <p>The delete is a physical delete and cannot be recovered!</p>
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1. Click on the **DELETE** button to remove the TJTP from the system:

The screenshot displays the 'GENERAL' section of the TJTP management interface. A 'Validate' button is visible at the top right. A red box labeled '1' highlights a three-dot menu icon. A red box labeled '2' highlights the 'Delete' option in the dropdown menu. A hand cursor is shown clicking on the 'Delete' option. Below the menu, there are options for 'EXPORT REPORTS' and 'Full report' (with 'PDF' and 'DOCX' sub-options). The main content area shows 'Version information' for reference 'TJTP01SG', version '1.0', last modified '20/12/2021, 14:10', and current node 'Italy'. An 'OPEN' button is also present.

1. Select the following:
 - (1) Select the icon with 3 vertical dots.
 - (2) Click on the **DELETE** button to remove the TJTP from the system.

The system will ask you to confirm the delete action:




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

Create a New Version of the TJTP

REMARK	A new version needs to be created when the User needs to apply modifications and the last version is already completed. The last version of the TJTP is in status COMPLETED . To create a new version, the User must have the role of Member State Managing Authority with Update access (MSMAu) for JTF.
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1. Enter the current version of the TJTP in status **COMPLETED** and click on the **CREATE** button to create a new version of the TJTP:



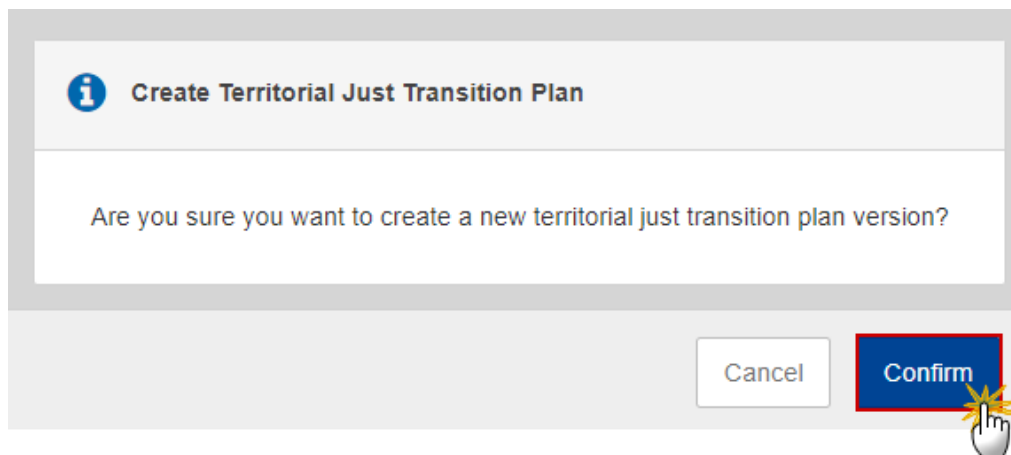
GENERAL

Version information ⓘ

Reference	Version	Last modified	Current node	
TJTP01SG	1.0	20/12/2021, 13:20	Italy	COMPLETED

Title

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



i Create Territorial Just Transition Plan

Are you sure you want to create a new territorial just transition plan version?

Cancel Confirm

2. Click on **CONFIRM** to confirm. Click on **CANCEL** to return to the TJTP.

A new version of the TJTP has been created as a copy of the last version. Its status is set to **OPEN** and the version number is incremented by one.

Reopen the TJTP

REMARK	<p>The Member State User can reopen a completed Territorial Just Transition Plan to apply some modifications.</p> <p>The TJTP version is in a status COMPLETED, has no Programme versions referring to it and no more recent TJTP versions exist.</p> <p>To reopen the TJTP, the User must have the role of Member State Managing Authority with Update access (MSMAu) for JTF.</p>
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1. Click on the **REOPEN** button to reopen the TJTP:

The screenshot shows a user interface for managing Territorial Just Transition Plans (TJTP). At the top right, there are buttons for 'Create' and a menu icon (three dots). A red box labeled '1' highlights the menu icon. A dropdown menu is open, showing 'Re-Open' (with a folder icon) and 'EXPORT REPORT'. A red box labeled '2' highlights the 'Re-Open' button, with a hand cursor clicking on it. Below the dropdown, there are options for 'Full report PDF DOCX'. In the main content area, under 'Version information', there is a table with the following data:

Reference	Version	Last modified	Current node	
TJTP01SG	1.0	20/12/2021, 13:20	Italy	✔ COMPLETED

The system will ask you to confirm the reopen action:

The screenshot shows a confirmation dialog box with the following content:

i Reopen Territorial Just Transition Plan

Are you sure you want to reopen this territorial just transition plan version?

At the bottom right, there are two buttons: 'Cancel' and 'Confirm'. A red box highlights the 'Confirm' button, with a hand cursor clicking on it.

2. Click on **Yes** to confirm. Click on **No** to return to the TJTP.

The TJTP has been reopened and its status is set to **OPEN**.