



INSTRUCTION No. 5../28.12.2017

FOR BENEFICIARIES

of the Interreg V-A Romania-Bulgaria Programme  
regarding the obligation of reporting in e-MS  
for projects contracted under call 1 - Hard and call 2

Having in mind the latest updates of the e-MS electronic monitoring system and

Taking into consideration the provisions of art. 7 Rights and duties of the parties, paragraph 16, section Managing Authority of the subsidy contract, art. 7 Rights and duties of the parties, paragraph 11, section Managing Authority of the co-financing contract and art. 6 Rights and duties of the parties, paragraph 11, section Managing Authority of the monitoring agreement, the Managing Authority issues the following:

## INSTRUCTION FOR BENEFICIARIES

Article 1 - Article 6(9) of the subsidy contract shall be replaced with:

*“ 9) For every reporting period defined within the attached Annex 1 of the present Instruction, the LB must create and submit to Joint Secretariat (JS) via the electronic system a project report including physical progress of the project, based on partners reports submitted in the e-MS in accordance with the conditions provided hereunder, in the Programme Implementation Manual, e-MS manual and in the applicable legislation.”*

Article 2 - Article 6(17) of the co-financing contracts and Article 5(8) of the monitoring agreement shall be replaced with:

*“17) The partners have to submit all supporting documents and partner reports for their share of activities and expenditure in the project based on the conditions provided hereunder, in the Programme Implementation Manual, e-MS manual and in the applicable legislation. The partners must present all documents to the controllers in order to be verified.”*



**Article 3** - This instruction shall entry into force at January 1<sup>st</sup>, 2018 and shall become part of the subsidy contract and co-financing contract, monitoring agreement signed with Romanian beneficiaries.

**Article 4** - This instruction will be communicated by the Joint Secretariat to the beneficiaries (via electronic email and postage on the Programme's website) together with its Annex.

**Article 5** - Annex 1 of this instruction comprises the mandatory reporting periods for physical progress of projects contracted under Call 1 - Hard and Call 2. The project reports are due to be submitted in the eMS system within a period of maximum 10 working days from the last date of each reporting period.

*Iulia* HERTZOG

**Head of the Managing Authority for  
Interreg V-A Romania-Bulgaria Programme**

*Iulia*  
28.12.2017