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► **B****COMMISSION IMPLEMENTING DECISION (EU) 2016/159****of 4 February 2016**

laying down the procedures for the submission of applications for grants and requests for payment, and the information relating thereto, in respect of the emergency measures against plant pests referred to in Regulation (EU) No 652/2014 of the European Parliament and of the Council

(notified under document C(2016) 524)

(OJ L 31, 6.2.2016, p. 51)

Amended by:

		Official Journal		
		No	page	date
► M1	Commission Implementing Decision (EU) 2017/1161 of 23 June 2017	L 167	39	30.6.2017

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(notified under document C(2016) 524)

*Article 1***Preliminary information on estimated costs****▼M1**

In order to be granted a financial contribution of the Union the Member States shall provide, within 2 months from the official confirmation of the presence of a pest referred to in Article 17 of Regulation (EU) No 652/2014, preliminary information concerning the outbreak of the pest. That preliminary information shall be submitted by means of an electronic file, in accordance with the template set out in Annex I to this Decision. The notifications to the Commission as described in Article 1 and 2 of Implementing Decision 2014/917/EU are considered as such preliminary information.

No later than 6 months after the official confirmation of the presence of the pest, Member States shall submit to the Commission an application for a grant pursuant to Article 16(1) of Regulation (EU) No 652/2014 by means of an electronic file, in accordance with templates 1 and 2 set out in Annex II to this Decision.

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The application shall contain the following information:

- (a) the estimated operational costs as referred to in Article 18(1)(a) of Regulation (EU) No 652/2014;
- (b) the estimated costs of service contracts with third parties as referred to in Article 18(1)(b) of Regulation (EU) No 652/2014;
- (c) the estimated costs of compensation to owners and the operators as referred to in Article 18(1)(c) of Regulation (EU) No 652/2014;
- (d) where applicable, the estimated other costs essential for the eradication of the pest as referred to in Article 18(1)(e) of Regulation (EU) No 652/2014, together with an appropriate justification;

▼M1

- (e) the estimated costs of compensation to owners for the values of the destroyed plants, plant products or other objects as referred to in Article 18(1)(d) of Regulation (EU) No 652/2014.

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Every 3 months after the submission of the information referred to in the second paragraph, Member States shall submit updated information on the costs referred to in that paragraph.

▼ M1

Applications for a grant for the estimated cost essential for the eradication and/or containment of a pest for which an application was already sent in previous calendar years, shall contain the updated versions of Annex II (1 and 2) to this Decision.

▼ B*Article 2***Requests for payment**

Within 6 months of the end date fixed in the annual financing decision or the confirmation of the completion of the eradication and/or containment of the pest, whichever is earlier, Member States shall submit to the Commission:

▼ M1

- (a) the request for payment for the eligible costs incurred, using an electronic file in accordance with templates 1 and 2 set out in Annex III to this Decision; consequently, if applicable, the request for payment set out in Annex III (1) should be applied;
- (b) a final technical report in accordance with Annex IV to this Decision;
- (c) the applications for a grant for the estimated costs of compensation to owners for the values of the destroyed plants, plant products or other objects as referred to in Article 18(1)(d) of Regulation (EU) No 652/2014 shall contain Annex III (2) to this Decision.

▼ B*Article 3***Conversion rate**

Where the amounts of the estimated costs or the expenditure incurred by a Member State are in a currency other than the euro, the Member State concerned shall convert them into euro by applying the most recent exchange rate set by the European Central Bank prior to the first day of the month in which the application for a grant is submitted by the Member State.

▼ M1*Article 4*

This Decision shall apply with respect to pest outbreaks notified to the Commission as of 1 January 2017.

▼ B*Article 5***Addressees**

This Decision is addressed to the Member States.



ANNEX I

PRELIMINARY INFORMATION			
Information required within two months of the official confirmation of the occurrence of primary outbreak of the pest:			
To be addressed to: SANTE-D4-EMERGENCY-PLANT-HEALTH@ec.europa.eu			
1. Date	<input type="text" value="DD/MM/YY"/>	7. Pest (common name)	<input type="text"/>
		Latin name	<input type="text"/>
2. Member State	<input type="text"/>		
		8. Crop / Tree (common name)	<input type="text"/>
3. Contact Person	<input type="text"/>	Latin name	<input type="text"/>
4. Region	<input type="text"/>		
		9. Type of measures	<div>Eradication <input type="checkbox"/></div> <div>Containment (in the buffer zone) <input type="checkbox"/></div> <div>Other Measures <input type="checkbox"/></div>
5. Number of hectares (affected)	<input type="text"/>		
6. Number of outbreaks	<input type="text"/>		
		10. EUROPHYT notification number	<input type="text"/>
11. Overview of the measures to be applied or that have already been applied in the affected area			
<input type="text"/>			
<input type="text"/>			
<input type="text"/>			

▼ **M1**

ANNEX II

Template 1			
A. Eradication	<input type="checkbox"/>		
B. Containment (in the buffer zone)	<input type="checkbox"/>		
C. Other protective measures ⁽¹⁾	<input type="checkbox"/>		
PRELIMINARY BUDGET			
No later than six months after the official confirmation of the occurrence of primary outbreak of the pest and every three months thereafter.			
To be addressed to: SANTE-D4-EMERGENCY-PLANT-HEALTH@ec.europa.eu			
First submission	<input type="text"/>		
Update	<input type="text"/>		
For the period from	<input type="text" value="DD/MM/YY"/>	to	<input type="text" value="DD/MM/YY"/>
Outbreak reference	<input type="text" value="MS / Pest / Year"/>	Region	<input type="text"/>
EUROPHYT Notification Date	<input type="text"/>		
Contact person for this budget:	<input type="text"/>		
Telephone:	<input type="text"/>		
E-mail address	<input type="text"/>		
Eligible Measures	Estimated hourly rate (for official personnel)	MS total estimated amount requested (In euro, VAT excluded)	EU approved co-funded amount (In euro, VAT excluded) to be filled in by the Commission
Eligible direct costs			
A. Visual inspection, sampling & trapping activities			
1. Costs for official personnel ⁽²⁾	<input type="text"/>	<input type="text"/>	<input type="text"/>
2. Costs for contracted personnel	<input type="text"/>	<input type="text"/>	<input type="text"/>
3. Other costs (consumables, materials)	<input type="text"/>	<input type="text"/>	<input type="text"/>

▼ **M1**

B. Laboratory tests			
1. Costs for official personnel ⁽²⁾			
2. Costs for private entities contracted to perform the task			
3. Other costs (kits, reagents, consumables)			
C. Treatment of plants and plant products			
1. Costs for official personnel ⁽²⁾			
2. Costs for private entities contracted to perform the task			
3. Costs for renting of equipment			
4. Other costs (consumables, materials, preventive treatment, plant products)			
D. Destruction and/or removal of plants			
1. Costs for official personnel ⁽²⁾			
2. Costs for private entities contracted to perform the task			
3. Costs for renting of equipment			
4. Other costs (consumables, materials)			
E. Cleaning and/or disinfection of premises, land, water, soil, growing media, machinery and equipment			
1. Costs for official personnel ⁽²⁾			
2. Costs for private entities contracted to perform the task			
3. Costs for renting of equipment			
4. Other costs (consumables, materials)			
F. Compensating the operators/owners concerned for treatment, destruction/removal, cleaning/disinfection			
1. Costs of compensation for treatment			
2. Costs of compensation for destruction / removal of plants			
3. Costs of compensation for cleaning / disinfection			
G. Compensating the owners concerned for the value of the destroyed plants, plant objects or other objects			
1.			

▼ **M1**

H. Exceptional and duly justified costs for other measures than those listed from A to G ⁽³⁾		
1.		
Please explain and justify the measure and related costs:		
Sub-total:	— EUR	— EUR
Indirect costs — 7% overheads on direct costs, other than those of compensations		
Sub-total:	— EUR	— EUR
Total amount (In euro, VAT excluded)		
Total:	— EUR	— EUR
Co-funding rate (50% / 75%)		
Requested amount for EU co-funding	— EUR	— EUR
<div> Date: <div>DD/MM/YY</div> </div>		
<div> Name of responsible: <div></div> Signature: <div></div> </div>		

⁽¹⁾ Article 16.1(c) of Regulation No 652/2014.⁽²⁾ Please indicate estimated hourly rate for all official personnel, in the designated column.⁽³⁾ Article 18.1(e) of Regulation No 652/2014.

▼ **M1**

B. Detailed description of the goal to be achieved concerning the eradication/containment/other measures as a result of the implementation of the measures (Please describe the main goals to be achieved)	
Eligible Measures	Estimated number of activities
C. Visual inspection (Please describe below the activities)	
D. Sampling (Please describe below the activities)	
E. Trapping (Please describe below the activities)	
F. Laboratory/testing (Please describe below the activities)	
G. Treatment of plants and plant products (Please specify below the activities)	
H. Destruction and/or removal of plants (Please describe below the activities)	
I. Cleaning and/or disinfection of premises, land, water, soil, growing media, machinery and equipment (Please describe below the activities)	
J. Measures for compensating the operators/owners concerned for treatment, destruction/removal, cleaning/disinfection (Please describe below the activities)	

▼ **M1**

K. Measures for compensating the owners concerned for the value of the destroyed plants, plant objects or other objects (Please describe below the activities)		
L. Exceptional and duly justified activities for other measures than those listed from A to K ⁽¹⁾ (Please describe below the activities)		
M. Geographical information about the pest outbreak (please complete the table)		
Map of the Infected / Demarcated area	YES	<input type="radio"/> NO <input type="radio"/>
GIS signal spot	YES	<input type="radio"/> NO <input type="radio"/>
Latitudes and longitudes	YES	<input type="radio"/> NO <input type="radio"/>
Prefecture map (outbreak area)	YES	<input type="radio"/> NO <input type="radio"/>
Member state map (outbreak area)	YES	<input type="radio"/> NO <input type="radio"/>
<p>Date: <input type="text" value="DD/MM/YY"/></p> <p>Name of responsible: <input type="text"/> Signature: <input type="text"/></p>		

⁽¹⁾ Article 18.1 (e) of Regulation No 652/2014.

⁽²⁾ As explained in point 5.2.1 ix) of the Guidelines for plant health emergency measures.

▼ **M1**

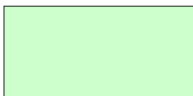
ANNEX III

Template 1			
A. Eradication	<input type="checkbox"/>		
B. Containment (in the buffer zone)	<input type="checkbox"/>		
C. Other protective measures ⁽¹⁾	<input type="checkbox"/>		
REQUEST FOR PAYMENT under Grant Decision SANTE/EM/PH/ YEAR/NO./MS			
To be addressed to: SANTE-D4-EMERGENCY-PLANT-HEALTH@ec.europa.eu			
First submission	<input type="text"/>		
Update	<input type="text"/>		
For the period from	<input type="text" value="DD/MM/YY"/>	to	<input type="text" value="DD/MM/YY"/>
Outbreak reference	<input type="text" value="MS / Pest / Year"/>	Region	<input type="text"/>
EUROPHYT Notification Date	<input type="text"/>		
Contact person for this budget:	<input type="text"/>	Exchange rate	<input type="text"/>
Telephone:	<input type="text"/>		
E-mail address	<input type="text"/>		
Eligible Measures and associated costs ⁽²⁾	Number of hours (for official personnel)	MS total amount requested (In euro, VAT excluded)	EU approved co-funded amount (In euro, VAT excluded) to be filled in by the Commission
Eligible direct costs			
A. Costs for visual inspection, sampling & trapping activities			
1. Costs for official personnel	<input type="text"/>	<input type="text"/>	<input type="text"/>
2. Costs for contracted personnel	<input type="text"/>	<input type="text"/>	<input type="text"/>
3. Costs of consumables	<input type="text"/>	<input type="text"/>	<input type="text"/>
4. Costs of materials	<input type="text"/>	<input type="text"/>	<input type="text"/>

▼ **M1**

B. Laboratory tests			
1. Costs for official personnel			
2. Costs for private entities contracted to perform the task			
3. Costs for kits and reagents			
4. Costs for consumables			
C. Treatment of plants and plant products			
1. Costs for official personnel			
2. Costs for private entities contracted to perform the task			
3. Costs for renting of equipment			
4. Costs of consumables			
5. Costs of materials			
6. Costs for preventive treatment			
7. Costs for plant products			
D. Costs for destruction and/or removal of plants			
1. Costs for official personnel			
2. Costs for private entities contracted to perform the task			
3. Costs for renting of equipment			
4. Costs of consumables			
5. Costs of materials			
E. Cleaning and/or disinfection of premises, land, water, soil, growing media, machinery and equipment			
1. Costs for official personnel ⁽²⁾			
2. Costs for private entities contracted to perform the task			
3. Costs for renting of equipment			
4. Costs of consumables			
5. Costs of materials			
F. Compensating the operators/owners concerned for treatment, destruction/removal, cleaning/disinfection			
1. Costs of compensation for treatment			
2. Costs of compensation for destruction / removal of plants			
3. Costs of compensation for cleaning / disinfection			

▼ **M1**

G. Compensating the owners concerned for the value of the destroyed plants, plant objects or other objects		
1.		
Please specify species and quantities		
H. Exceptional and duly justified costs for other measures than those listed from A to G ⁽³⁾		
1.		
Please explain and justify the measure and related costs:		
Sub-total:	— EUR	— EUR
Indirect costs — 7% overheads on direct costs, other than those of compensations		
Sub-total:	— EUR	— EUR
Total amount (In euro, VAT excluded)		
Total:	— EUR	— EUR
Co-funding rate (50% / 75%)		
Amount requested for EU co-funding	— EUR	— EUR
<p>1. this expenditure was actually incurred, accurately accounted for, the above costs correspond to the resources employed for the work and those resources were reasonable and necessary for the work;</p> <p>2. all supporting documents relating to the expenditure are available for inspection;</p> <p>3. no other Union contribution was requested for this action and all revenue accruing from operations for this action is declared to the Commission (in particular for survey for pests programmes);</p> <p>4. control procedures apply, in particular to verify the accuracy of the amounts declared, to prevent, detect and correct irregularities;</p> <p>5. all costs were incurred within the period set with the grant decision;</p> <p>6. all costs were paid before the submission of the request of payment.</p>		
Date:		
Name of responsible:		Signature: 

⁽¹⁾ Article 16. 1 (c) of Regulation No 652/2014.

⁽²⁾ The request for payment must be provided by Member States together with an excel sheet, detailing the individual costs and allowing the reconstruction of the costs included in the Request for payment.

⁽³⁾ Article 18.1 (e) of Regulation No 652/2014.

Template 2 — REQUEST FOR PAYMENT — COMPENSATION FOR PLANTS									
To be addressed to: SANTE-D4-EMERGENCY-PLANT-HEALTH@ec.europa.eu									
Submission deadline:		No later than six months of the end date fixed in the financial decision or the confirmation of the completion of the eradication and / or containment of pest							
Outbreak reference			MS / PEST / YEAR						
PLANTS									
EUROPHYT Notification No	Plants owner or grower		Location of destroyed plants	Date of destruction	Method of destruction	Date of payment	Species	Quantity (ha/m ² /number of plants)	Amount paid for the <u>market value</u> of the plants
	Surname	Forename							
Total									EUR 0,00
PLANT PRODUCTS									
EUROPHYT Notification No	Plant products owner		Location of destroyed plant products	Date of destruction	Method of destruction	Date of payment	Type of plant products	Quantity (number of units)	Amount paid for the <u>market value</u> of the plant products
	Surname	Forename							
Total									EUR 0,00
OTHER OBJECTS									
EUROPHYT Notification No	Other objects owner		Location of destroyed other objects	Date of destruction	Method of destruction	Date of payment	Type of objects	Quantity (number of units)	Amount paid for the <u>market value</u> of other objects
	Surname	Forename							
Total									EUR 0,00

▼ **M1**

B. Detailed description of the goal achieved concerning the eradication/containment/other measures as a result of the implementation of the measures (Please describe the main goals achieved)	
Eligible Measures	Number of activities implemented
C. Visual inspection (Please describe below the activities)	
D. Sampling (Please describe below the activities)	
E. Trapping (Please describe below the activities)	
F. Laboratory/testing (Please describe below the activities)	
G. Treatment of plants and plant products (Please specify below the activities)	
H. Destruction and/or removal of plants (Please describe below the activities)	
I. Cleaning and/or disinfection of premises, land, water, soil, growing media, machinery and equipment (Please describe below the activities)	
J. Measures for compensating the operators/owners concerned for treatment, destruction/removal, cleaning/disinfection (Please describe below the activities)	

▼ **M1**

K. Measures for compensating the owners concerned for the value of the destroyed plants, plant objects or other objects (Please describe below the activities)		
L. Exceptional and duly justified activities for other measures than those listed from A to K ⁽¹⁾ (Please describe below the activities)		
M. Geographical information about the pest outbreak (please complete the table)		
Map of the Infected / Demarcated area	YES	<input type="radio"/> NO <input type="radio"/>
GIS signal spot	YES	<input type="radio"/> NO <input type="radio"/>
Latitudes and longitudes	YES	<input type="radio"/> NO <input type="radio"/>
Prefecture map (outbreak area)	YES	<input type="radio"/> NO <input type="radio"/>
Member state map (outbreak area)	YES	<input type="radio"/> NO <input type="radio"/>
ADDITIONAL COMPULSORY INFORMATION	Annex No.	
1. Additional documents concerning the technical measures implemented, with key figures and tables;		
2. Detailed maps of the demarcated area(s) at the time of implementation of measures;		
3. Other relevant information, useful for a better understanding of implemented measures		
Date:	<input type="text" value="DD/MM/YY"/>	
Name of responsible:	<input type="text"/>	Signature: <input type="text"/>

⁽¹⁾ Article 18.1 (e) of Regulation No 652/2014.

⁽²⁾ As explained in point 5.2.1 ix) of the Guidelines for plant health emergency measures.