

MONITORING COMMITTEE

under (Interreg VI-A) IPA Bulgaria Türkiye Programme 2021 - 2027

CCI 2021TC16IPCB005

Written procedure No. 2, initiated on 26th January 2023

1. Description:

The Written Procedure in accordance with article 7 of the Rules of Procedure of the Monitoring Committee (MC) of the (INTERREG VI-A) IPA Bulgaria Türkiye Programme 2021-2027, for consideration and approval of proposal for approval of documents related to the implementation of Priority Axis Technical Assistance of the Interreg – IPA CBC Bulgaria – Türkiye Programme 2014-2020, for job description of Communication and Programme Management Officer within the National Authority (NA) - Directorate of Financial Cooperation within Directorate for EU Affairs to the Ministry of Foreign Affairs of Türkiye and for update of the job description of Project Manager Assistant in Joint Secretariat (JS) – branch office in Edirne, was initiated by the Deputy Minister of Regional Development and Public Works, Bulgaria and Co-Chairperson of MC on 26.01.2023.

The official letter No. 99-00-2-37/26.01.2023 was sent to the MC members via e-mail.

1. Approval of Annual Technical Assistance Plan and Indicative Technical Assistance Budget for 2023 of the National Authority

The Annual Technical Assistance Plan for 2023 of the National Authority provides detailed information about the Programme related activities envisaged to be carried out in 2023 by the National Authority and Joint Secretariat branch in Edirne. The proposed budget includes the expenditures of the National Authority and the Joint Secretariat – branch in Edirne for 2023 needed for the management and implementation of the Interreg – IPA CBC Bulgaria – Türkiye Programme.

2. Amendment of the Eligibility of Technical Assistance Expenditures.

The first amendment of the Eligibility of Technical Assistance (TA) expenditures concerns the remuneration of the staff in the First Level Control Unit (FLC) for Bulgaria as follows:

- Head of FLC unit – the maximum total monthly amount for this position is increased to EUR 2600;
- Controllers – the maximum total monthly amount for each controller is increased to EUR 2500.

The amendment is due to a number of socio-economic and programme cycle factors, namely:

- The First Level Control unit took over the execution of first level control for all 12 Interreg programmes 2021-2027 and 5 of the 2014-2020 Interreg programmes with the participation of Bulgaria, which affected the basic remuneration of the controllers, distributed among programmes's technical assistance;
- Yearly salary indexations, due to an increase in grade of time served and received annual grades, have already reached the current approved maximum total amount for each position in the FLC Unit and needs to be

updated in the final year of Eligibility of the Technical Assistance for the programming period 2014-2020;

- The inflation in Bulgaria only for the last two years (November 2020 - November 2022) is over 25%.

The second amendment of the Eligibility of Technical Assistance (TA) expenditures concerns the inclusion of Communication and Programme Management Officer within the NA. The position is needed since implementation of (INTERREG VI-A) IPA Bulgaria Türkiye Programme 2021-2027 is introducing new challenges related to the separate decision taking bodies - Monitoring Committee and Strategy Board. These management bodies will be responsible for separate priorities and calls for proposals, which will result in the necessity to plan and organize frequent meetings of these bodies in the region. It will be necessary to publicize this more complex management and implementation structure by informing the potential beneficiaries through a vigorous communication campaign and organizing more frequent info days and trainings. The maximum total amount for position of Communication and Programme Management Officer within the NA will be EUR 2250.

3. Approval of the job description of Communication and Programme Management Officer within the NA

Communication and Programme Management Officer within the NA will function as the intermediary between the NA and JS Antenna Office in Edirne for the organization of various MC & Strategy Board meetings, as well as information and training events in the region. This expert will also contribute to designing and implementing an efficient communication campaign on the Turkish side, improving the visibility of the Programme. In this regard, he/she will be preparing informative materials, booklets, videos, web-site news and announcements, social media content, and other publicity tools. Finally, the expert will support other duties of the NA and JTS during the overall management of the programme, with an emphasis on awareness raising and information activities.

4. Update of the job description of Project Manager Assistant

The proposal for revision of the job description of the Project Manager Assistant in the Joint Secretariat – branch office are imposed by the difficulties in finding a suitable candidate and therefore the required professional experience for the position is reduced from 2 to 1 year.

The MC members were given 5 (five) working days to send their approval or comments of the proposal.

Approval was received from Non-governmental organization in the field of ecology – Association “Local initiative fisherman group Burgas-Kameno”, Bulgaria. The position is reflected in Attachment 1 “Table of comments received from MC members”.

No other comments were received from the MC members from both sides within the set deadline and therefore according to the Rules of Procedure of the MC the proposed amendment of the Interreg – IPA CBC Bulgaria – Türkiye Programme 2014-2020 is deemed approved.

**DECISION****2. Decisions:**

1. The Monitoring Committee approves the Annual Technical Assistance Plan and Indicative Technical Assistance Budget for 2023 of the National Authority.
2. The Monitoring Committee approves the Amendment of the Eligibility of Technical Assistance Expenditures.
3. The Monitoring Committee approves the job description of Communication and Programme Management Officer within the NA.
4. The Monitoring Committee approves the Update of the job description of Project Manager Assistant.

The hereby decisions enter into force on 3rd February 2023 – the date following the deadline for submission of comments from the MC.

3. Attachments:

1. Table with received comments from MC members.
2. Letter № 99-00-2-37/26.01.2023 from the Co-chairperson of the JMC.
 - 2.1. Annual Technical Assistance Plan for 2023 of the National Authority under the Interreg – IPA CBC Bulgaria – Türkiye Programme 2014-2020
 - 2.2. Technical Assistance Budget for 2023 of the National Authority under the Interreg – IPA CBC Bulgaria – Türkiye Programme 2014-2020;
 - 2.3. Revised Eligibility of Technical Assistance Expenditures of the Interreg – IPA CBC Bulgaria – Türkiye Programme 2014 - 2020;
 - 2.4. Job description of Communication and Programme Management Officer within the National Authority;
 - 2.5. Job description of Project Manager Assistant.

Signatures:

for BULGARIA:

**Ms. Desislava GEORGIEVA**

*Deputy Minister of
Regional Development and Public Works,
Republic of Bulgaria
Head of Managing Authority
Co-chairperson of MC*

for TÜRKIYE:

**Mr. Serdar ÖZTÜRK**

*Deputy General Director to the Directorate
General of the Financial Cooperation and
Project Implementation at the Directorate for
European Union Affairs, Türkiye,
Head of National Authority,
Co-Chairperson of the MC*