Controller designation checklist

Project name	*[Application form]*
Acronym	*[Application form]*
Project ID	*[Eligibility checklist]*
Lead partner Organisation	*[Application form]*
Lead partner contact person	*[Application form]*
Address	*[Application form]*
Telephone number	*[Application form]*
E-mail	*[Application form]*

Partner assigning the controller:

Organisation	*[Application form]*
Contact person	*[Application form]*
Address	*[Application form]*
Telephone number	*[Application form]*
E-mail	*[Application form]*
Function in the project	□ Lead partner □ Partner □ Sub-partner
Do the project partner manage sub-partners	□ Yes □ No
If sub-partners are managed, these are listed here:	*[Application form]* sub-partner [X].1 sub-partner [X].2 sub-partner [X].n

Controller:

Name	*[Input field][by partner]*
Job title	*[Input field][by partner]*
Organisation	*[Input field][by partner]*
Address	*[Input field][by partner]*
Telephone number	*[Input field][by partner]*
E-mail	*[Input field][by partner]*

Project partner budget:

Total eligible budget, €	*[Application form]*
If relevant, Total eligible budget, € of sub-partner [X].1 Total eligible budget, € of sub-partner [X].2 Total eligible budget, € of sub-partner [X].n	 *[Application form]* *[Application form]* *[Application form]*

Information regarding the professional competence, skills and experience of the controller:

1	Please describe the controller's individual professional skills and experience (including duration).	*[Input field][by controller]*
2	Please describe the controller's individual professional skills and experience in the field of control of projects co-financed by EU-funds (Structural funds and ERDF in particular).	*[Input field][by controller]*
3	Is the controller accepts that the programme language is English and all materials and writing submitted to the programme must be made in English?	*[Input field][by controller]* □ Yes (Mandatory) □ No

Questions regarding independence:

4	Is the controller from a unit/organisation which is professionally independent from the unit/organisation dealing with the activities and finances of the Interreg North Sea project in question? *Guidance:* Can you as a controller confirm that the unit/organisation, in which you are working, is not involved with (in the context of this project): • Project approval, • Project activities including signing the project report as project partner, • Project finances including project accounting and payment orders,	*[Input field][by controller]* □ Yes □ No
5	Is the controller internal (i.e. employed by the project partner) or external?	*[Input field][by controller]* □ Internal □ External
6	**If the controller is internal** Is the controller's independence regulated by law, local or internal rules in your country e.g. rules regarding the internal controllers function or code of conduct? If so, please describe the nature of these rules. Please indicate commanding officer/body of the controller?	*[Input field][by controller]*
7	**If the controller is external**	*[Input field][by controller]* □ Yes □ No

	7a) Was the controller selected by public tender?	
	7b) Is the controller a private or public body?	
	7c) On what basis is the control executed e.g. a service contract, a mandate or other? (Please specify)	
	7d) Is the controller a member of a professional body? If so, please indicate which.	
	7e) Is the controller obliged to respect a professional code of conduct or similar rules defining his/her function and independence? 7f) If "yes" in 7e) Please elaborate.	
8	Please confirm your independence as a controller i.e. that you are not executing tasks under circumstances which could raise any reasonable doubt about your independence.	*[Input field][by controller]*

Other:

9	Can you as a controller perform your control in compliance with: • The Project application • The project contract • The partnership agreement • National control requirements • Regulation (EC) 2021/1058 (ERDF) • Regulation (EC) 2021/1059 (Interreg) • Regulation (EC) 2021/1060 (CPR) • INTERREG VIB North Sea Programme (IP)	*[Input field][by controller]* □ Yes □ No

	• The Interreg North Sea Programme Fact Sheets • The control requirements document	
10	Can you as a controller ensure that your work is properly documented and accessible to an extent where it will be possible for a 3rd party controller to execute control with the same level of confidence based on the control file only?	*[Input field][by controller]* □ Yes □ No
13	Can you as a controller ensure that the control of each statement of expenditure will be carried out within the timeline limit outlined in Regulation (EC) 2021/1059 (Interreg) article 46(6)?	*[Input field][by controller]* □ Yes □ No

Signatures

Project partners "signature". Two factor

Controllers "signature". Two factor