

TERMS OF REFERENCE

National Controller for the Interreg Euro-MED project Community4Tourism

1. General Provisions

A selective public procedure has been launched for the identification of a person/company eligible for the professional assignment of National Controller for the verification and certification of expenditures incurred in the framework of the Interreg Euro-MED Project *Community4Tourism* (Euro-MED0100002, CUP J15E22000690009).

2. Background of the project

Community4Tourism, the Thematic Community project of the Interreg Euro-MED Sustainable Tourism Mission, aims to contribute to the EU territorial cooperation and its transnational dimension through the objectives included in the Programme and the main goals of the Mission 4, related to the Enhancement of Sustainable Tourism in the MED Area and the transition towards a climate-neutral and resilient society.

This project is based upon the main objective of improving a better governance of cooperation, both policy governance and multi-sectoral, multi-level and transnational territorial governance, with a strong focus on environment and climate, promoting a smarter and greener Mediterranean, which is in line with the European Green Deal, the Sustainable Development Goals of the United Nations and the Territorial Agenda 2030. The project is built upon the outputs of the Interreg MED 14/20 Sustainable Tourism and BleuTourMed_C3 projects but reinforces its objectives to current new challenges.

It integrates the 4 Programme's specific objectives, as tourism has shown to be a transversal issue in the MED area, involving all kinds of stakeholders, agents and territories. It will address its activities to pursue the consolidation of a competitive innovation ecosystem, to support a circular economy, to promote climate change adaptation, and to enhance nature and biodiversity. As a result of its activities, it will come up with jointly developed solutions and promote cooperation across borders.

3. Subject of the assignment

The National Controller (here after as NC), following the preparation by UNIMED of the six-month periodic reporting of the expenditures incurred in the framework of the C4T project, has to verify their eligibility and provide a Control certificate and Report.

In particular, the NC has to perform the following tasks:

- Certification of expenditures incurred in order to ensure compliance with the provisions of the Application Form and the Interreg Euro-MED Programme Regulation;
- Certification of sources of funding, in particular by ensuring that there is no co-financing by other Community financial instruments for initiatives similar to those of the above project;
- Certification of financial audit in accordance with the outline of the Interreg Euro-MED Programme and the timetable of the Community4Tourism project.

The selected NC should be available to assist UNIMED in its premises during the closure of each six-month reporting period and/or on the occasion of possible monitoring visits and audit, if the need arises.

4. National Controller's qualifications

The NC will have to prove:

- Degree in accounting, finance and relevant fields;
- Relevant working experience - please specify number of years and in which field;
- Work experience in controlling projects, preferably co-financed by Structural funds;
- Sufficient knowledge of English and/or French;
- Knowledge of relevant EU programmes and national rules.

Further details are specified below.

The NC in charge must:

- be registered from at least three years, in the Register of Chartered Accountants and Accounting Experts or in alternative in Register of Legal Auditors, established under Art. 2, paragraph 3, letter a) of the Legislative Decree 27 January 2010, n. 39. not having been removed for serious failures, in the last three years, from a Certified Public
- Accountant/Statutory Auditor position, in public or private Companies and Bodies.

The NC in charge should not be in one of the following positions towards the contracting Beneficiary:

- Individual or relative's participation, by now or referred to the last three years, to the management or control board and to director general's office: 1) of the contracting Beneficiary company or its holding 2) of the companies who possess, directly or indirectly, in the contracting Beneficiary company or in its holding more of 20% of the voting rights;
- Existence, by now or referred to the last three years, of other business relations or engagements to establish such business relations with the contracting Beneficiary/company or with its holding;
- Any other situation, different from those under a) and b) compromising or, however, affecting the controller independence;
- The controller in charge cannot simultaneously assume the task of controller of the contracting Beneficiary company or of its holding;
- To be a relative of the contracting Beneficiary;
- To have business relations resulting from the belonging to the same established professional structure, however called, in which the activity control is carried out, for any reason, even for 8 autonomous collaboration and employee job, or to any other economic nature activity establishing business interest or sharing of business interests.

The NC in charge, at the end of the task, cannot become a member of the administration bodies, control and directorate general of the contracting Beneficiary before a period of three years passed.

The task of the NC cannot be assigned to whom:

- has been subjected to measures of prevention ordered by the judicial authority as provided by art. 6 and art. 67 of the Legislative Decree no. 159/2011 and subsequent amendments except for the effects of rehabilitation;
- is in state of legal or temporary disqualification from holding directorate offices of legal persons or firms from holding public office in perpetual or for a period longer than three years, except after rehabilitation.
- has been sentenced by a judgment against which no appeal is possible, except after rehabilitation, or with irrevocable sentence of penalty determination under article 444, subparagraph 2, of the code of criminal procedure, except after rehabilitation:
 - o to imprisonment sentence for one of the crimes provided for by law concerning insurance, banking, financial activities, as well as provided for, by law concerning payment instruments;
 - o to imprisonment for a period not less than one year for a crime against Public Administration, against justice administration, against public faith, against property, against public safety, against public economy, against industrial and commercial sectors or for a crime in national fiscal legislation issues;
 - o to imprisonment for one of the crimes under the title XI, book V of the civil code and under the Royal Decree 16th of March 1942, n. 267;
 - o to imprisonment for a period not less than two years for any other premeditated crime;
- d) has been declared bankrupt, except expiry of terms and effects of the bankruptcy, according to the Royal Decree 16th of March 1942, n. 267, or if they were appointed president or administrator, deputy administrator, managing director, statutory auditor of companies or bodies that were subject of bankruptcy proceedings, creditors arrangement or assets liquidation, for at least the three financial years prior to the adoption of the relative restrictive measures, provided that the restrictive measures has to last until five years since the adoption of the measures themselves.

5. Contract Period

The contract shall be carried out from the date of communication of the assignment to 30th September 2029, foreseen closing date of the project. Nevertheless, should UNIMED request and obtain an extension of the submission of the financial report, the contract is to be considered binding until the transmission of the financial report.

Starting date of the assignment: at the signature of the engagement letter.

Finishing date of the assignment: submission of the last financial report.

6. Budget

A budget of **10.000 €** has been allocated for this work.

7. Application procedure

Offers should include:

- CVs of relevant staff members(s) who will directly perform the Evaluation activities. Degree in accounting, finance and relevant fields have to be specified;
- Statement of availability;
- Relevant working experience - please specify number of years and the reference projects.

Proposals shall be fully written in English.

Deadline for receipt of tenders: **2023, June 30th**. The candidature should be received by certified email.

The documents above should be sent in PDF by email to: uni-med@pec.it

8. Selection Criteria

The criteria for the selection of applications are:

- 50% professional experience and reference projects;
- 50% technical skills.

9. Debriefing

Both successful and unsuccessful contractors, who wish to have the opportunity of debriefing, should contact the UNIMED Director, **Marcello Scalisi** (m.scalisi@uni-med.net) after the award of the contract.

10. Contacts

Marcello Scalisi

Coordinator, EU projects

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About UNIMED

UNIMED – Mediterranean Universities Union is an association of 153 Universities from 25 countries of both shores of the Mediterranean Sea and beyond, established in 1991 in Italy. It actively promotes scientific and institutional cooperation amongst Universities by facilitating knowledge and best practices exchanges amongst its members and the key stakeholders and policy makers at national, regional and European level.

Well rooted in Mediterranean countries, UNIMED is currently an active partner in more than 30 research and mobility projects under different framework programmes such as Erasmus+, Horizon2020 and Interreg Euro-MED Programme. Besides its participation into EU-Funded projects, UNIMED is animating thematic Universities SubNetworks such as Tourism in the Mediterranean, Transports and Logistics, BlueMed, Employability and others.

UNIMED is committed to achieving workforce diversity in terms of gender, nationality and culture. Individuals from minority groups, indigenous groups and persons with disabilities are equally encouraged to apply. All applications will be treated with the strictest confidence.

UNIMED does not tolerate sexual exploitation and abuse, any kind of harassment, including sexual harassment, and discrimination.