

Funds and Programmes Division
MEMO - ETC Unit No 01/2023

To: Interreg Italia-Malta Project Leaders, Project Partners and First Level Controllers
From: Malta National Coordination Authority
Date: 29TH September 2023
Subject: Effective system in place to ensure that all documents regarding expenditure and audits are held to ensure an adequate audit trail

Following a Systems Audit on the Maltese National Coordination Authority within the Funds and Programmes Division, conducted by the IAID, the Malta National Coordination Authority would like to bring to the attention of the partners involved in Interreg Italia-Malta Projects as well as the respective First Level Controls that all documentation pertaining to transactions and claims should be uploaded on the Ulysses System. Hence project partners are requested to ensure that the requirements of both the **Manual for Expenditure and First Level Control Reporting Interreg "V-A ITALIA MALTA"** as well as the **National Complementary Requirements - Territorial Cooperation Programmes and the ENI CBC Med Programme 2014 – 2020** issued by the Funds and Programmes Division, amongst any other Circulars, Regulations and instructions, are adhered to meticulously.

In turn the First Level Controller is bound to confirm that such documentation is available both on the online platform mentioned as well as on record in the partner's filing system. Furthermore, First Level Controllers are to ensure that Audit Certificate, Control Report and FLC checklist are also uploaded on the Ulysses system; such documentation should make clear reference to the extent of work performed by the FLC including the audit working papers compiled, the audit fieldwork and the audit conclusion for each specific expenditure items.

Yours Sincerely



Ing Anthony Camilleri
Director General – Funds and Programmes Division