



CALL FOR PROPOSALS AND GUIDE FOR APPLICANTS

Call reference: GP/EFSA/PLANTS/2023/01

Call title: Entrusting support tasks in the area of Plant Health Risk Assessment - Risk Assessment related to High Risk Plants and other Agricultural plants

Restricted to **the list of competent organisations** established by the Authority's Management Board in application of article 2 the Commission Regulation (EC) No 2230/2004 laying down detailed rules for the implementation of European Parliament and Council Regulation (EC) No 178/2002 with regard to the network of organisations operating in the fields within the Authority's remit.

Brief description of the call objectives:

The aim of this call is to provide a support for a commodity risk assessment and/or assessment of treatments of commodities of agricultural plants, plant products and other objects including high risk plants (Art. 42(1) of Regulation (EU) 2016/2031).



INDICATIVE PROCEDURE TIMETABLE

Milestone	Date ¹	Comments
Launch date	21/04/2023	Date of call publication on EFSA's website.
Deadline for applicants to raise clarification questions to EFSA	21/06/2023 29/06/2023	If, after having read this Call for proposals and guide for applicants, you have any questions, you may address them to EFSAProcurement@efsa.europa.eu by indicating the Call reference.
Deadline for EFSA to reply to clarification questions	23/06/2023 30/06/2023	Replies will be provided on EFSA's webpage where this Call is published and which the applicants are requested to consult regularly.
Deadline for submission of proposals <u>Any proposal posted after the final deadline will automatically be rejected.</u>	29/06/2023 07/07/2023	<p>Applicants can submit proposals:</p> <ul style="list-style-type: none"> - either by post (registered mail) or by courier, in which case the evidence of the date of dispatch shall be constituted by the postmark or the date of the deposit slip, to the address indicated below. The applicant submitting a proposal by post or by courier is requested to send an informative advance e-mail to EFSAProcurement@efsa.europa.eu. - or delivered by hand not later than 12.30 hours (Italian time) on the deadline for submission of proposals to the address indicated below. In this case, a receipt must be requested from EFSA as proof of submission, signed and dated by the staff member in EFSA Post Office who accepted the delivery. The EFSA Post Office is open from 8.30 to 12.30 Monday to Friday. It is closed on Saturdays, Sundays and EFSA holidays. <p>Submission by post, courier or hand to this address: <u>European Food Safety Authority - EFSA</u> <u>For the attention of –Laura Gascon Serrano, Finance Unit (Procurement Team)</u> <u>Via Carlo Magno 1/A, I – 43126 Parma, Italy</u></p> <p>Proposals must be submitted using the double envelope system. The outer envelope should be sealed with adhesive tape, signed across the seal and carry the following information:</p> <ul style="list-style-type: none"> - "CALL FOR PROPOSALS GP/EFSA/PLANTS/2023/01 – NOT TO BE OPENED BY THE INTERNAL MAIL DEPARTMENT". - name of the applicant - the posting date should be legible on the outer envelope <p>The application submission must contain one original unbound paper version and one USB key of all documents, including the technical proposal.</p>
Notification of the evaluation results	SEPTEMBER 2023	Estimated <i>Attention: outcome of the present call will be communicated to all applicants to the e-mail address indicated in their proposal. Accordingly, applicants who have submitted proposals under the present call are strongly invited to check regularly the inbox in question.</i>
Grant agreement(s) signature	SEPTEMBER 2023	Estimated

¹ All times are in the time zone of the country of the EFSA.





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Annexes:



Annex 1: Draft grant agreement

Annex 2: Estimated budget template (only for use in Specific Agreements)

Annex 3: Financial statement and monthly timesheet template

Annex 4: Confidentiality Agreement

Annex 5: Example of work to be conducted by the grant beneficiary in case of award of a Specific Contract by EFSA



1. GRANT OPPORTUNITY AND CONDITIONS²

1.1 LEGAL FRAMEWORK

Article 36 (1) of the Regulation (EC) 178/2002³ of the European Parliament and of the Council of 28 January 2002 laying down the general principles and requirements of food law, establishing the European Food Safety Authority and laying down procedures in matters of food safety, stipulates that the Authority shall promote the European networking of organisations operating in the fields within the Authority's mission. The aim of such networking is, in particular, to facilitate a scientific cooperation framework by the coordination of activities, the exchange of information, the development and implementation of joint projects⁴, the exchange of expertise and best practices in the fields within the Authority's mission. The list of competent organisations designated by the Member States, which may assist EFSA with its mission, is approved and regularly updated by EFSA's Management Board. The full list of Article 36 organisations can be found [here](#).

EFSA's founding regulation was amended by Regulation (EU) 2019/1381 of the European Parliament and of the Council of 20 June 2019 on the transparency and sustainability of the EU risk assessment in the food chain.

The Commission Regulation (EC) 2230/2004 of 23 December 2004 laying down detailed rules for the implementation of the European Parliament and Council Regulation (EC) 178/2002 with regard to the network of organisations operating in the fields within the EFSA's mission specifies in Article 4 that tasks may be entrusted by the Authority to organisations on the list of competent organisations.

The present call specifically focuses on the below tasks defined in Article 4(3):

1. disseminating best practices and improving methods of collecting and analysing scientific and technical data, particularly for the purposes of facilitating comparability and producing a Community-level summary;
2. collecting and analysing data with a view to facilitating risk assessment by the Authority, including assessment tasks in the field of human nutrition in relation to Community legislation, especially the compiling and/or processing of scientific data on any substance, treatment, food or feed, preparation, organism or contaminant which may be linked with a health risk, and the collection and/or analysis of data on the exposure of Member States' populations to a health risk associated with food or feed;
3. preparing the Authority's scientific opinions, including preparatory work relating to the assessment of authorisation dossiers;
4. preparing the harmonisation of risk assessment methods;
5. sharing data of common interest, e.g. the establishing of databases.

Article 5(2) of the Commission Regulation (EC) 2230/2004⁵ of 23 December 2004 specifies that the financial support to the networking organisations shall take the form of subsidies (grants) awarded in accordance with the EFSA's financial regulation and implementing rules.

² The applicant is reminded that this Call and guide for applicants contains a selection of the most important conditions for the grant implementation. For the full set of conditions, the applicant is invited to consult the draft grant agreement in Annex 1 of this Call.

³ <http://eur-lex.europa.eu/LexUriServ/LexUriServ.do?uri=OJ:L:2002:031:0001:0024:EN:PDF>

⁴ Project is frequently referred to in this Call as "action", in line with EU Financial Regulation terminology.

⁵ <http://eur-lex.europa.eu/LexUriServ/LexUriServ.do?uri=OJ:L:2004:379:0064:0067:EN:PDF>



The present Call for proposals and guide for applicants (hereinafter referred to as "the Call") is procedurally governed by Title VIII of Regulation (EU, Euratom) 2018/1046 of the European Parliament and of the Council of 18 July 2018 on the financial rules applicable to the general budget of the Union.

This call is based on EFSA Founding regulation⁶ and EFSA's 2023 Draft Work Programme for grants and operational procurements as presented in Annex XII of the Programming Document 2023 – 2025, available on the EFSA's website⁷.

1.2 BACKGROUND AND OBJECTIVES OF THE CALL

BACKGROUND

The mission of the EFSA Plant health and pesticides residues (PLANTS) Unit is to provide the EU risk managers (the European Commission, the European Parliament and the EU Member States) with risk assessment, scientific advice and scientific and technical assistance on plant health and on pesticides residues.

This call addresses the EFSA plant health risk assessment activities conducted to support scientifically and technically the EU Plant Health Law, Regulation (EU) 2016/2031 on the protective measures against pests of plants. In this context, EFSA conducts risk assessment for new and emerging plant pests and builds and maintains databases to support its assessment.

In view of the above and in accordance with Article 29 of Regulation (EC) No 178/2002⁸, the Commission asked EFSA to provide scientific opinions in the field of plant health. In particular, EFSA has been asked to prepare and deliver risk assessments for commodities that are listed in the relevant Implementing Acts⁹ as "High risk plants, plant products and other objects". Article 42, paragraphs 4 and 5, of Regulation (EU) 2016/2031, establishes that a risk assessment is needed as a follow-up to evaluate whether the commodities will remain prohibited, removed from the list and additional measures will be applied or removed from the list without any additional measures.

EFSA has been tasked by the European Commission DG SANTE to conduct such commodity risk assessment for High Risk Plants based on the technical dossiers submitted to the European Commission by the National Plant Protection Organisations (NPPOs) of Third Countries. Based on the trade data on past import by EU Member States of High Risk plants commodities from Third Countries, this task is expected to be ongoing, with a regular flow of dossiers in the next 2-4 years being submitted by Third Countries to the European Commission for performance of commodity risk assessment by EFSA.

The content of the technical dossiers for High Risk Plants commodities is defined in the Commission Implementing Regulation (EU) 2018/2018 of 18 December 2018⁸ and in the EFSA Technical report on

⁶ Regulation (EC) 178/2002 of the European Parliament and of the Council of 28 January 2002 laying down the general principles and requirements of food law, establishing the European Food Safety Authority and laying down procedures in matters of food safety, as amended by Regulation (EU) 2019/1381 of the European Parliament and of the Council of 20 June 2019 on the transparency and sustainability of the EU risk assessment in the food chain.

⁷ <https://www.efsa.europa.eu/sites/default/files/2022-01/amp2325.pdf>

⁸ Regulation (EC) No 178/2002 of the European Parliament and of the Council of 28 January 2002 laying down the general principles and requirements of food law, establishing the European Food Safety Authority and laying down procedures in matters of food safety. OJ L 31, 1.2.2002, p. 1–24.

⁹ Commission Implementing Regulation (EU) 2018/2018 of 18 December 2018 laying down specific rules concerning the procedure to be followed in order to carry out the risk assessment of high risk plants, plant products and other objects within the meaning of Article 42(1) of Regulation (EU) 2016/2031 of the European Parliament and of the Council. C/2018/8876, OJ L 323, 19.12.2018, pp. 7–9.



“Information required for dossiers to support demands for import of high risk plants, plant products and other objects as foreseen in Article 42 of Regulation (EU) 2016/2031”¹⁰.

The methodology to be followed when evaluating such dossiers by EFSA is defined in the “Guidance on commodity risk assessment for the evaluation of high-risk plants dossiers”¹¹ of the EFSA Scientific Panel on Plant Health.

EFSA has published three webinars on the EFSA website explaining this methodological approach:

- Webinar on: [How to prepare dossiers to support demands for import of high-risk plants and plant products.](#)
- Webinar on: [How to prepare a pest list for a commodity and a dossier for Momordica fruits.](#)
- [Webinar on: High-risk plants – how does the EU carry out risk assessment of plant commodities?](#)

An example of a commodity risk assessment with this approach was recently performed by EFSA for the “Commodity risk assessment of *Prunus persica* and *P. dulcis* plants from Türkiye”¹².

OBJECTIVES OF THE CALL

This call for proposals aims to identify organisations to which EFSA could entrust plant health tasks to. Such tasks regard the commodity risk assessment and/or assessment of commodity treatments for the evaluation of the technical dossiers sent by Third Countries for agricultural plants including High Risk Plants.

1.3 TASKS, DELIVERABLES, TIMELINES, MEETINGS AND PAYMENTS

Description of the tasks/activities:

Commodity risk assessment and/or assessment of treatments of commodities, plant products and other objects of agricultural plants including high-risk plants within the meaning of Art. 42(1) of Regulation (EU) 2016/2031.

EFSA is expected to prepare and deliver risk assessments for the commodities of agricultural plants including plants that have been listed in the relevant Commission Implementing Regulation 2018/2019 as “High risk plants, plant products and other objects” according to the Regulation (EU) 2016/2031. The aim is to perform a commodity risk assessment as support for the decision of the risk manager (EC). As follow-up the risk manager will evaluate whether the commodities will remain prohibited, removed from the list and additional measures will be applied or removed from the list without any additional measures. This task is expected to be done following the regular flow of dossiers being sent by the NPPOs of applicant Third Countries.

Based on these dossiers a commodity risk assessment and/or assessment of treatments of commodities plant products and other objects of agricultural plants including high risk plants, within the meaning of Art. 42(1) of Regulation (EU) 2016/2031.

¹⁰ <https://efsa.onlinelibrary.wiley.com/doi/epdf/10.2903/sp.efsa.2018.EN-1492>

¹¹ <https://efsa.onlinelibrary.wiley.com/doi/epdf/10.2903/j.efsa.2019.5668>

¹² <https://www.efsa.europa.eu/en/efsajournal/pub/7735>



Tasks include:

- evaluation of commodity data (i.e. verify whether the plant has been correctly identified as stated in section 3.1 of the EFSA (2018) Technical Report¹³, verify whether a proper description of plant for planting, the growing media and the propagation material is provided according to section 3.2 and 3.3 of the EFSA (2018) Technical Report; verify whether the timing of agronomic practices, phenology of the crop, phytosanitary status and management, intended use, production areas and climate classification, are provided according to sections 3.7 to 3.13 of the EFSA (2018) Technical Report);
- evaluation of the identification of pests potentially associated with the commodity in the exporting country (i.e. verify whether the list of all pests potentially associated with the plant species or genus of the commodity in the exporting country has been compiled according to section 4.1 of the EFSA (2018) Technical Report; verify whether all the EU-regulated pests or non-regulated pests are included in the proper tables and all the relevant information are provided according to sections 4.2 and 4.3 of the EFSA (2018) Technical Report; verify whether for each pest that may need a phytosanitary mitigation measure or/and pose a potential risk for the EU, the required information is provided according to section 4.4 of the EFSA (2018) Technical Report);
- evaluation of the data on phytosanitary mitigation measures (i.e. verify whether the description of the phytosanitary mitigation measures of the commodity, their effectiveness, the information on phytosanitary regulation and inspection systems, the description of surveillance and monitoring systems of the pests associated with the commodity, the post-harvest process, transport system and trade information are described and/or provided according to section 5.1 to 5.5 of the EFSA (2018) Technical Report);
- evaluation of the phytosanitary mitigation measures and for each pest the relevant risk reduction options acting on the pest. Preparatory work and other activities related to the Expert Judgment on the probability that pest freedom of a consignment is achieved by the risk reduction options combination acting on the pest under consideration for each identified pest;
- development of a consolidated data sheet of the commodity including the overview of the phytosanitary measures using data from the dossier and additional data; (see example reported in Annex 5 – Point 3);
- development of a consolidated data sheet for each actionable pest using data of the dossier and additional data (see example reported in Annex 5 – Point 4);
- development of pests lists for the commodity specified in the dossier (host plants at species or genus level); (see example reported in Appendix D of Scientific opinion on *Prunus persica* and *P. dulcis* plants from Türkiye¹³);
- compilation of database inclusive of pests/pathogens associated with high-risk plants, plant products and other objects which are listed as plants for planting with associated country where the pest/pathogen (depending on the commodity) can potentially be found (for more details see Annex 5 – point 5);
- other activities needed to support and coordinate the dedicated Working Group (WG) of the EFSA PLH Panel may also be tasked (such as: organisation and reporting of WG activities; drafting, reviewing and publication of Scientific Opinions etc.)

¹³ <https://efsa.onlinelibrary.wiley.com/doi/epdf/10.2903/sp.efsa.2018.EN-1492>



No.	Meetings	Deadline for finalisation
1	<p>Kick-off meeting: physical meeting in Parma – one/half day¹⁴ / teleconference The kick-off meeting is must take place no later than 2 weeks after the signature of the FPA. At this meeting, details of the FPA will be discussed and the objectives, the tasks and timeframe will be clarified. Minutes of the meeting shall be taken and provided to EFSA by the beneficiary.</p> <p>The presence at the kick-off meeting of a beneficiary's staff member responsible for administrative/finance issues of the project is advised as this will facilitate understanding by the beneficiary of the grant principles, related financial reporting requirements and significantly ease the financial management of the grant agreement, both for EFSA and the beneficiary.</p>	2 weeks after entry into force of agreement
2	<p>Ad hoc meetings: physical meeting in Parma – one/half day¹⁵ / teleconference The purpose of this meeting is to discuss the execution of the task as well as any problems or difficulties encountered during the execution. Minutes of the meeting shall be taken and provided to EFSA by the beneficiary.</p>	if needed
No.	Payments	Linked to EFSA approval of deliverable No.
	The payment modalities applicable to each specific agreement are detailed in articles 4 and 5 of the draft specific agreement published under the framework partnership agreement (Annex 1 of the call for Proposals).	NA

Deliverables must be drafted in English and may be subject to publication at EFSA's discretion.

Please note that all reporting, minutes, outcome of the discussions could be submitted at EFSA's discretion to EFSA's Panel and Working Group members. Use of the grant deliverables may be subject to publication, subject to the terms and conditions set out in the draft FPA (Annex 1 of the call for proposals).

PAYMENTS

Payments to the grant beneficiary will be made in accordance with the terms of the draft FPA published with this call and will be reconciled with the number of days declared in the timesheet which must be approved by EFSA. Only days actually worked for EFSA should be declared (holidays, bank holidays and days of illness should not be declared).

Importantly, each specific agreement may foresee a pre-financing of up to 60% of the EFSA initial grant value.

1.4 INFORMATION ON THE GRANT AGREEMENT

Applicants should note that the draft grant agreement is published with the call for proposals. If any applicant should have specific comments on the provisions of the draft grant agreement, these must

¹⁴ One day = 8 hours, half day = 4 hours

¹⁵ One day = 8 hours, half day = 4 hours



be raised in a clarification, prior to the deadline for receipt of proposals so that a clear and transparent reply may be published for the benefit and information of all applicants.

1.4.1 Framework Partnership Agreements (FPA)

This Call for proposals aims to conclude a Framework Partnership Agreements (FPA) for the performance of the tasks described in these specifications. An FPA is a long-term cooperation between the Authority and one or several partners. It sets out the framework conditions and is subsequently implemented through Specific Agreements. The specific agreements will set out the specific conditions for performing the respective assignments.

EFSA envisages establishing Framework Partnership Agreements covering the following:

- Commodity risk assessment and/or assessment of treatments of commodities of agricultural plants, plant products and other objects including high risk plants within the meaning of Art. 42(1) of Regulation (EU) 2016/2031.

Proposals will be individually evaluated by EFSA according to the award criteria indicated in section 2.5. A framework partnership agreement will be awarded by EFSA to each organisation which passes the minimum quality thresholds set out in the award criteria.

The financial ceiling available for specific agreements under the framework partnership agreement is 1.000.000,00 €.

The costs under Specific Agreements are co-financed by EFSA at maximum 90% of the total eligible costs.

The maximum duration of this Framework Partnership Agreement is 4 years.

The FPA continues to apply to specific agreements after its expiry. The services relating to such specific agreements must be performed no later than six months after the expiry of the FPA.

This call will result in the signature of two FPAs in cascade.

Cascade mechanism: The points awarded in the evaluation will constitute the ranking in order to establish a cascade of beneficiaries. EFSA will consult the beneficiary ranked first in order to conclude a specific agreement for work to be carried out.

The beneficiary should confirm their acceptance of the terms described in the specific agreement within 21 calendar days. Where requested, the CVs and [Individual Declarations of Interest](#) of staff members fulfilling the expertise requirements should be submitted within 30 calendar days. In case the beneficiary does not to accept the terms described in the specific agreement, they should reply within 21 calendar days. In case of negative reply EFSA will contact the second beneficiary in the cascade and the above timescales for replying would be applicable.

1.4.2 Implementation modalities:

The tasks entrusted through this grant agreement will be conducted by a staff member of the organisations awarded the grant. This support should be provided "extra-muros" from the beneficiary premises.

The tasks will be performed in accordance with the EFSA policies applicable for the respective outputs and, where relevant, in compliance with the specific procedural provision of the relevant legislation.



Should EFSA during implementation identify that a staff member of the beneficiary working on an entrusted task is not performing according to expectations, EFSA has the right to request a replacement staff member from the beneficiary. The beneficiary in such a case must ensure there is a smooth handover between the outgoing and new staff member and at the same time the beneficiary shall endeavour to minimise any negative impact from such a change of staff on the execution of the entrusted task.

The ownership of the delivered outputs as a result of these tasks will be vested solely in EFSA and EFSA will be solely responsible of the results of the tasks performed. Only with EFSA`s prior written permission the beneficiary will be allowed to use the outputs resulting from the entrusted tasks.

The staff having conducted the task will be mentioned in any authorship list and their affiliation to the beneficiary organisation will be acknowledged in any EFSA outputs.

WORKING CONDITIONS OF EMPLOYEES FROM THE SELECTED ORGANISATIONS:

The employees of the organisation awarded the grant agreement to perform the entrusted tasks (hereafter referred to as 'employees'¹⁶) will be working closely with the EFSA unit considering that only specific tasks, not full outputs, will be entrusted to the organisations and that a full coherence among EFSA outputs of similar nature is essential. The expert will work according to the plan and timeline of the Unit, in close collaboration with scientific officers working on the same or similar outputs, regularly attend team meetings and will report to the EFSA Project Manager of the scientific area related to the action.

The working conditions (including remuneration, working hours, leaves, social security) applicable to the employees will remain those established by the employer. For the benefit of the execution of the grant it is important to coordinate as much as possible with the EFSA Unit regarding the leave of the employee, but no formal agreement is required from EFSA before leaves are agreed by the home organisation. The employee should provide EFSA with a monthly timesheet, to be approved by the EFSA Process Manager (Annex 3).

During the performance of the entrusted tasks, the employees:

- Shall carry out the duties with the interests of EFSA in mind and shall neither seek nor take instructions from the employing organisation nor from any government, authority, organisation or person outside EFSA in relation to the execution of the tasks entrusted by means of the grant agreement. They shall carry out the duties assigned to them objectively and impartially.
- Shall be fully subject to the EFSA Policy on Independence¹⁷ and the Decision of the Executive Director on Competing Interest Management¹⁸. **Where applicable and so requested**, they will submit an individual Declaration of Interest which will be screened according to the rules applicable to the external experts contributing to the EFSA's work (Articles 6-8) and the rules applicable to screening of Declarations of Interest in the context of procurement and grant awarding procedures (Article 15-16).
- Shall inform EFSA in advance of any involvement in an outside activity related to the subject matter of work performed under the grant agreement, whether paid or unpaid, or to carry out any assignment outside EFSA.

¹⁶ Not to be understood as EFSA employees but as employees of the beneficiary (grant signatory)

¹⁷ http://www.efsa.europa.eu/sites/default/files/engage/Procurement/EFSAPolicy_independence.pdf

¹⁸ http://www.efsa.europa.eu/sites/default/files/engage/Procurement/DecisionED_CompetingInterestManagement.pdf



- Will not review their own work nor any output produced by their home organisation or by an individual from their home organisation.
- For the entire duration of the assignment, the individual shall refrain from engaging in any activity linked, relating to or having a connection or an impact on the tasks and/or subject matter of the grant awarded unless specifically authorised by EFSA.
- Shall refrain from any unauthorised disclosure of information received in the line of duty, unless that information has already been made public or is accessible to the public. Under the grant agreement, EFSA may grant the employee access to confidential data in order to perform the tasks. The employee will therefore be required to sign a confidentiality agreement before commencing the performance of tasks. (Annex 4).

The employee may be sent on mission if this is related to the tasks defined under one of the specific agreements implementing the FPA, either as part of a delegation led by an EFSA official or temporary staff member, or on his/her own on the basis of a specific mandate given by the EFSA Executive Director. Any mission or trainings would be agreed in advance with the grant beneficiary (home organisation of the employee). Any mission expenses should be estimated in the estimated budget template for each specific agreement.

The expert shall be entitled to attend training courses organised by EFSA if the interest of EFSA warrant it.

The working language for performance of tasks will be English.

1.5 ELIGIBLE ORGANISATIONS

To be eligible, applicants must be on the list of competent organisations designated by the Member States in accordance with Article 36 of Regulation (EC) 178/2002 and Commission Regulation (EC) 2230/2004. This list is regularly updated by EFSA Management Board and is available for consultation using this link <https://efsa.force.com/competentorganisations/s/>.

In order to achieve the main objective of the call, proposals can be submitted by **one eligible organisation or by a consortium of eligible organisations**. In case of a consortium, one of the partners must be identified in the proposal as the consortium leader. The applicant (consortium leader) is responsible for identifying consortium partners.

1.6 ROLES AND RESPONSIBILITIES

For proper understanding of this call it is important to have clarity on the terminology regarding involved organisations and their roles.

Proposals submitted by a sole applicant:

- **The Applicant** submits the proposal to EFSA. There can be only one applicant in the proposal.

As soon as the grant agreement is signed, the applicant becomes the beneficiary. The beneficiary is liable for the technical implementation of the project as described in the proposal which becomes Annex 1 of the grant agreement.

The beneficiary:

- Communicates with EFSA;



- Receives and answers all claims EFSA might have in relation to the implementation of the project;
- Requests and reviews any documents or information required by EFSA and verifies their completeness and correctness before passing them to EFSA;
- Informs EFSA of any event that is likely to substantially affect the implementation of the project;
- Submits the deliverables and reports to EFSA;
- Requests and receives payments from EFSA.

Proposals submitted by consortium:

- **The Applicant** submits the proposal to EFSA on behalf of the consortium. The applicant is the leading entity of the consortium.
- **The Partner** is the other entity in the consortium. There can be a minimum of one partner or more partners.

Once the grant is awarded, the grant agreement is signed between EFSA and the applicant (leading entity of the consortium).

Partners do not sign the grant agreement directly but instead sign a mandate (template provided by EFSA) authorising the applicant to sign the grant agreement and any future amendments on their behalf.

As soon as the grant agreement is signed, the applicant becomes the Coordinator and partner/s become co-beneficiary/ies. The coordinator and co-beneficiary/ies are referred to as the beneficiaries. The beneficiaries are jointly and severally liable for the technical implementation of the project as described in the proposal which becomes Annex 1 of the grant agreement. If a beneficiary fails to implement its part of the project, the other beneficiaries become responsible for implementing that part.

The coordinator has the following important roles:

- Takes part in implementing the project;
- Monitors the action is implemented properly;
- Act as intermediary for communication between the consortium and EFSA;
- Receives and answers all claims EFSA might have in relation to implementation of the project;
- Requests and reviews any documents or information required by EFSA and verifies their completeness and correctness before passing them to EFSA;
- Informs EFSA and the partner/s of any event that is likely to substantially affect implementation of the project;
- Submits the deliverables and reports to EFSA;
- Requests and receives payments from EFSA and distributes the funds to partner/s without unjustified delays.

The coordinator may not delegate the above-mentioned tasks to the co-beneficiary/ies or subcontract them to any third party.

The other beneficiary/ies:

- Take part in implementing the project;
- Forward to the coordinator the data needed to draw up reports, financial statements and other documents required under the grant agreement;
- Inform the coordinator of any event or circumstances likely to substantially affect or delay the implementation of the project.



1.7 IMPLEMENTING CONTRACTS AND SUBCONTRACTING

Implementation contracts:

Where the implementation of the project requires the award of procurement contracts (implementation contracts), e.g. purchase of services and/or goods or equipment necessary for the implementation of the action, the beneficiary must award the contract to the entity offering the best value for money or the lowest price (as appropriate), avoiding conflicts of interests. The beneficiary is expected to clearly document the tendering procedure and retain the documentation for the event of an audit.

Entities acting in their capacity as contracting authorities within the meaning of Directive 2014/24/EU¹⁹ must comply with the applicable national public procurement rules.

Sub-contracting:

Subcontracting is not permitted under this call for proposals (i.e. staff members working in the project must be employed by organisation awarded the grant).

1.8 GRANT PRINCIPLES

The financial help provided by EFSA under this Call is a grant governed by the EU Financial Regulation referred to in part 1.1. Accordingly, the grant awarded following this Call must comply with the following principles:

- **Co-financing:** In accordance with Article 190 of the Financial Regulation, grants shall involve co-financing. The resources necessary to carry out the project /action shall not be provided entirely by the grant. The project costs not covered by the EFSA grant must be financed from the applicant and partner/s resources. The applicant and its partner/s must therefore contribute financially to the project. Additionally, there may be also a financial contribution from another entity, but such an entity must be a public body. Contributions from the private sector are not permitted.
- **No-profit:** In accordance with Article 192 of the Financial Regulation, grants shall not have the purpose or effect of producing a profit within the framework of the project for the applicant or partner. Profit is defined as a surplus of the receipts over the eligible costs incurred by the beneficiaries, at the time of request for payment of the balance. The receipts shall be limited to income generated by the project, as well as financial contributions specifically assigned by donors to the financing of the eligible costs. Where a profit is made, EFSA shall be entitled to recover a part of it in line with procedure foreseen in the Grant agreement. The verification of the non-profit rule does not apply to low value grants ($\leq 60.000\text{ €}$).
- **Non-retroactivity:** A grant may be awarded for a project which has already begun only where the applicant can demonstrate in the grant application the need to start the action before the grant agreement is signed. In accordance with Article 193 of the Financial Regulation, costs eligible for financing may not have been incurred prior to the date of submission of the grant application. No grant may be awarded retrospectively for a project already completed.

¹⁹ Directive 2014/24/EU of the European Parliament and of the Council of 26 February 2014 on public procurement and repealing Directive 2004/18/EC (OJ L 94, 28.3.2014, p. 65-242)



- **Non-cumulative:** In accordance with Article 191(3) of the Financial Regulation, in no circumstances shall the same costs be financed twice from the EU budget. To ensure this, the applicant shall indicate the sources and amounts of Union funding received or applied for the same project or part of the project or for its functioning during the same financial year as well as any other funding received or applied for the same project.

1.9 ESTIMATED BUDGET AND ELIGIBLE COSTS

For the submission of a proposal under this Call for proposals, leading to the signature of an FPA, no estimated budget is required.

The estimated budget will be necessary only before the signature of the Specific Agreement. The estimated budget must show all the costs and income which the applicant considers necessary to carry out the tasks. The Estimated budget will be in practice prepared in close cooperation with EFSA's operational and finance units. It must be established in line with the [Rules on eligibility of costs](#).

Estimated budget prepared before signature of each Specific Agreement will have to be:

- sufficiently detailed to permit identification, monitoring and checking of the costs;
- balanced, i.e. total income and total costs must equal;
- consistent with the work plan;
- expressed in Euro.

1.10 PUBLICITY

All beneficiaries are expected to follow the rules on visibility of EFSA funding set out in Article II.8 of the grant agreement.

According to Article 38 of the EU Financial Regulation EFSA is bound to publish information on recipients of its grants at its website. Such publication shall take place no later than 30 June of the year following the financial year in which the grants were awarded and shall cover these data of the beneficiaries:

- name of the beneficiary
- address of the beneficiary
- subject of the grant
- amount awarded

1.11 PROTECTION OF PERSONAL DATA IN RELATION TO GRANT PROCEDURES

Processing of personal data by EFSA

Information on the processing of personal data by EFSA in the context of this grant procedure is available in the [Privacy Statement](#) on the EFSA website as well as in Article II.7 of the draft grant agreement. Any personal data included in the Agreement must be processed by EFSA in accordance with Regulation (EU) No 2018/1725.²⁰

²⁰ Regulation (EU) 2018/1725 of the European Parliament and of the Council of 23 October 2018 on the protection of natural persons with regard to the processing of personal data by the Union institutions, bodies, offices and agencies and on the free movement of such data, and repealing Regulation (EC) No 45/2001 and Decision No 1247/2002/EC



Applicants should note that personal data as applicant or selected beneficiary may be registered in the Early Detection and Exclusion System (EDES) if you are in one of the situations mentioned in Article 136 of the Financial Regulation. For more information see the Privacy Statement on: http://ec.europa.eu/budget/explained/management/protecting/protect_en.cfm#BDCE).

Processing of personal data by the beneficiary

In case the implementation of activities under the grant agreement resulting from this call entails the processing of personal data, the beneficiary shall comply with the relevant rules in Article II.7.2 of the Grant Agreement (Annex 1) as a data processor of EFSA.

1.12 PUBLIC ACCESS TO DOCUMENTS

In the general implementation of its activities and for the processing of grant procedures in particular, EFSA observes Regulation (EC) N° 1049/2001 of the European Parliament and of the Council of 30 May 2001 regarding public access to European Parliament, Council and Commission documents.

1.13 OPEN ACCESS

EFSA is committed to the publication of grant outputs in the [Knowledge Junction](#) in order to improve transparency, reproducibility and evidence reuse. The Knowledge Junction runs on the EU-funded Zenodo research-sharing platform where uploaded items receive a unique Digital Object Identifier to make them citable. Any part of the output resulting from the action under this grant may be published (at EFSA's discretion) on the Knowledge Junction with attribution to the beneficiary.



2. SELECTING PROPOSALS

The **Evaluation Committee** established by EFSA specifically for this call will evaluate the submitted proposals in five steps:

1. Verification of submission requirements (2.1)
2. Eligibility criteria (2.2)
3. Exclusion criteria (2.3)
4. Selection criteria (2.4)
5. Award criteria (2.5)

If the proposal fails at any step it is automatically excluded from further evaluation. EFSA may contact the applicant during the evaluation process if there is a need to clarify certain aspects or for the correction of clerical mistakes.

2.1 VERIFICATION OF SUBMISSION REQUIREMENTS

The following will be verified:

- proposal was submitted within the deadline for submission of proposals;
- administrative data for grant application form is duly signed by the authorised representative of the applicant;
- proposal is complete and includes all the supporting documents.

2.2 ELIGIBILITY CRITERIA

Criterion No. 2.2	Requirements and requested evidence
1	Eligibility criteria
	The following requirements will be verified:
	<ul style="list-style-type: none"> • At the day of deadline for submission of proposals, the applicant and in case of consortium also its partner/s are on the list of competent organisations designated by the Member States in accordance with Art 36 of Regulation (EC) 178/2002 and Commission Regulation (EC) 2230/2004; • Applicant and in case of consortium also its partner/s participate in the project financially; • Applicant and in case of consortium also its partner/s are involved in the execution of the project;
	Requested evidence:
	<ul style="list-style-type: none"> • Administrative data for grant application (including Legal Entity and Financial Identification Forms): available here • LEGAL ENTITY FORM: available here



	<p>to be completed and signed by the applicant and in case of consortium also by its partner/s. For a public body the legal entity form should be provided together with a copy of the resolution or decision establishing the public body, or other official document establishing that public body. For a private body an extract from the official journal, copy of articles of association, extract of trade or association register, certificate of liability to VAT (if, as in certain countries, the trade register number and VAT number are identical only one of these documents is required).</p> <ul style="list-style-type: none"> • FINANCIAL IDENTIFICATION FORM: available here to be completed only by the applicant and in case of consortium only by the coordinator. <p>Please note that there is no need to submit the Legal entity and Financial information forms if they have already been submitted under another EFSA procurement or grant procedure and provided that these forms are still valid. In this case simply indicate in the administrative data for grant application form the reference of the call under which the form/s were previously submitted to EFSA.</p> <p><u>Only applicable if the applicant is a consortium:</u></p> <ul style="list-style-type: none"> • PARTNERSHIP STATEMENT: The applicant and partner/s must provide EFSA with a statement indicating their involvement in the action. The applicant and partner/s must sign the partnership statement. No template is provided by EFSA.
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2.3 EXCLUSION CRITERIA

Criterion No. 2.3	Requirements and requested evidence
2	Exclusion criteria
	The following requirements will be verified:
	The applicant and partner/s must sign a declaration on their honour certifying they are not in one of the exclusion situations referred to in the Articles 136-140 of EU Financial Regulation.
	Requested evidence:
	THE DECLARATION ON HONOUR – Section A , available here : to be completed/signed individually by the applicant and in case of consortium by each partner.

2.4 SELECTION CRITERIA

A) Financial capacity

Criterion No. 2.4A	Requirements and requested evidence
1	Financial capacity
	The purpose of the selection criteria is to verify the financial capacity of the applicant and in case of consortium also of its partner/s.



	<p>The applicant and in case of consortium also its partner/s must have stable and sufficient financial resources to:</p> <ul style="list-style-type: none"> • maintain their activity throughout the period during which the project is being carried out, and • participate in its funding.
	Requested evidence:
	<p>Documents to be provided by the applicant:</p> <ul style="list-style-type: none"> • DECLARATION ON HONOUR – Section B, available here to be completed by the applicant or in case of consortium by the coordinator. • SIMPLIFIED FINANCIAL STATEMENT available here only required for private bodies if the grant requested from EFSA is >60.000 €. The template published with the Call should be completed for at least the last two closed financial years. • LETTER OF COMMITMENT: applicable only when another public body financially contributes to the project (body other than EFSA, applicant or in case of consortium, its partners); to be signed by the contributing public body; it serves to confirm its commitment to financially contribute to the project; no template is provided by EFSA;

B) Professional and operational capacity

Criterion No. 2.4.B	Requirements and requested evidence
1	Professional and operational capacity:
	Requirements:
	<p>The applicant or in case of a consortium, the consortium as a whole, must have the professional resources, competencies and qualifications necessary to complete the proposed project:</p> <p>Requirements</p> <p>The applicant should provide evidence of expertise (at least 5 years) in the field of:</p> <ol style="list-style-type: none"> plant pathology/plant health/phytosanitary risk assessment; plant entomology/acarology; plant mycology for plant pests; plant virology; plant bacteriology; plant nematology.
	Requested evidence:
	<p>Prior to signature of each Specific Agreement implementing the FPA, the beneficiary will be asked to provide the CVs of the individuals who will carry out the entrusted tasks for EFSA. These CVs will be subject to the agreement of EFSA prior to the signature of any Specific Agreement. <u>CVs do not need to be submitted for the award of the FPA.</u></p> <p>At this stage <u>applicants should submit only the following:</u></p> <p><u>EVIDENCE REQUESTED</u></p>



	<p>1. a signed statement confirming that, for FPA implementation, their organisation will have individuals available with the required experience in the fields listed above (a, b, c, d, e, f).</p> <p>2. copies References of recent (last 3 years) reports or other documents demonstrating evidence of the institution’s current scientific experience, for each of the fields listed below²¹:</p> <p>a. plant pathology/plant health/phytosanitary risk assessment, to be proven by at least one recent risk assessment in plant health (e.g. a pest risk assessment or a pest categorisation (as per ISPM 1115), or a commodity risk assessment);</p> <p>b. plant entomology/acarology, to be proven by at least one recent institute or laboratory reports or research project reports or pest monitoring reports or other form of institutional reports or by scientific publications;</p> <p>c. plant mycology for plant pests, to be proven by at least one recent institute or laboratory reports or research project reports or pest monitoring reports or other form of institutional reports or by scientific publications;</p> <p>d. plant virology, to be proven by at least one recent institute or laboratory reports or research project reports or pest monitoring reports or other form of institutional reports or by scientific publications;</p> <p>e. plant bacteriology, to be proven by at least one recent institute or laboratory reports or research project reports or pest monitoring reports or other form of institutional reports or by scientific publications;</p> <p>f. plant nematology, to be proven by at least one recent institute or laboratory reports or research project reports or pest monitoring reports or other form of institutional reports or by scientific publications</p> <p>For two of the areas cited above under b, c, d, e, f, the applicant can reserve the right to indicate in the application how it intends to fulfil this requirement in a later stage in case of award.</p> <p>• INDIVIDUAL DECLARATION OF INTERESTS</p> <p>Template available here. Individual DOIs may be requested for members of the project team having influence and/or control over scientific outputs, in advance of the signature of each specific agreement. Individual DOIs do not need to be provided with your proposal at this stage. Please refer to EFSA’s policy on independence and the Decision of the Executive Director on Competing Interest Management for more detailed information.</p> <p>Individual DOIs will be requested from each member of the proposed project team, (including staff of partners in the consortium and/or subcontractors) in advance of the signature of each specific agreement. Individual DOIs do not need to be provided with your proposal at this stage. Please refer to EFSA’s policy on independence and the Decision of the Executive Director on Competing Interest Management for more detailed information.</p>
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2.5 AWARD CRITERIA

The award criteria, which serve to assess the quality of the proposals in relation to the objectives of the Call, are listed below. As specified in this call, EFSA GRANTS enable Article 36 partners to support EFSA in its scientific activities.

²¹ **Indicating title, author(s), date, DOI (where available) and link (where available). If reports/other documents are not publicly available, title, author(s), date and copy of abstract must be provided.**



In this case, Article 42 of the European Regulation (EU) 2016/2031, on the protective measures against pests of plants, introduces the concept of 'high risk plants, plant products and other objects' that are identified on the basis of a preliminary assessment to be followed by a commodity risk assessment. The commodity risk assessments performed by EFSA will be based on the information provided by the National Plant Protection Organisations of non-EU countries requesting a lifting of import prohibition of a high risk commodity. Following a request of the European Commission, a guidance was developed to establish the methodology to be followed when performing a commodity risk assessment for high risk commodities (high risk plants, plant products and other objects). Following international standards on pest risk analysis, this guidance describes a two-step approach for the assessment of pest risk associated with a specified commodity. In the first step, pests associated with the commodity that require risk mitigation measures are identified. In the second step, the overall efficacy of proposed risk reduction options for each pest is evaluated.

The applicant for this grant should deliver two example outputs and a draft work plan considered to be representative of its capacity to perform the entrusted tasks under the Specific Agreement:

1. Example Output A: Pests List - The applying organisation must provide an identification of the pests potentially associated with a commodity in a non-EU Country (Third Country to be chosen by the applicant) of one plant species/commodity (to be chosen by the applicant from the taxa listed) belonging to agricultural plants.

The compiled pest list for that plant species/commodity must be fully referenced and provide all the necessary information needed by EFSA for making a Commodity Assessment (see Annex 5 Section 2 of this call) in line with what specified in the EFSA Technical Report and the relevant EFSA Plant Health Panel Guidance. As an example of how to perform this task, please also refer to the "Commodity risk assessment of *Prunus persica* and *P. dulcis* plants from Türkiye" published by EFSA in January 2023 (Appendix D)¹²; also suggestions on how to compile the pests-list can be found in an EFSA webinars at <https://www.efsa.europa.eu/en/events/event/190212>.

2. Example Output B: Pest Datasheet - Additionally, the applicant must provide a pest data sheet for one pest species (chosen by the applicant) included in the Pests-List of the chosen commodity produced in Example Output A. Examples of how to perform this task can be found in Appendix A of the "Commodity risk assessment of *Prunus persica* and *P. dulcis* plants from Türkiye"¹² and in Annex 5 Section 4 of this Call.

3. Draft work plan - Finally, the applicant will provide a draft practical and schematic work plan of how, in case of award of a specific agreement for one or more commodities, the applicant would generate a pests list and the pest datasheets for the relevant pests [including phases, timelines, milestones (e.g. via a Gantt chart), tasks distribution and proposed contingency plan in case of deviations from the project programme], together with a succinct explanation on the steps to be taken by the applicant organization to ensure a timely and exhaustive delivery of a large number of commodity pest lists and data sheets, meeting EFSA quality standards.

These outputs will be assessed by EFSA for their relevance to the specific objectives, in particular points will be awarded for:

1. Adequately addressing the specific objective and tasks, particularly regarding the scope, methodology and data sources, search documentation and completeness, in the proposed Example Output A – Pests List (**Max 40 points**);

2. Adequately addressing the specific objective and tasks, particularly regarding the scope, methodology and data sources and correctness, in the proposed Example Output B – Pest Datasheet (**Max 30 points**);



3. Adequately addressing the specific objective and tasks, particularly regarding clarity and feasibility of the proposed Draft Workplan (**Max 30 points**);

In order to be considered for award, the proposal must score a minimum of 70 points out of a maximum possible 100 points.

Proposals which have satisfied this quality threshold will be ranked in order to form the cascade of beneficiaries to whom an FPA will be awarded.

The estimated budget submitted with the proposal is analysed by EFSA, to assess whether:

- it is realistic;
- it is consistent with the proposed project;
- the estimated budget is sufficiently detailed;
- the cost items are reasonably justified;
- to eliminate cost items which cannot be accepted according to the [Rules on eligibility of costs](#).

An overestimation or underestimation of costs, or missing justification of the costs, missing details, or detected inconsistency with the technical description of the project will have a negative impact on the evaluation score under the award criterion 9/10.

If EFSA regards the estimated budget as realistic, consistent with the technical description of project, sufficiently detailed, well justified and established in accordance with the [Rules on eligibility of costs](#) and no modification is needed, it will become the approved estimated budget and the EFSA grant may correspond to the applicant's request. In some cases, the analysis of the estimated budget could result in EFSA suggesting reductions, e.g. need to correct the costs in line with the Rules on eligibility of costs. After the proposed modifications are agreed by the applicant and EFSA, the estimated budget, as modified, will become the approved estimated budget for the project.

The final EFSA grant will be determined based on actually incurred costs, in line with Article II.25 of the grant agreement. END

In order to be considered for a reserve list, the proposal must:

- score a minimum of 70 points out of maximum possible 100 points.

Proposals which have satisfied these quality thresholds will be ranked in a reserve list.

2.6 PROCESS FOLLOWING THE ASSESSMENT AGAINST AWARD CRITERIA

The applicant(s) will be notified, once the evaluation has been finalized, whether they are placed on the reserve list or not.

Following their ranking on the reserve list, EFSA reserves the right to invite applicants to adapt their proposal based on the evaluators' comments, in accordance with article 200(5) EU FR. The number of applicants invited to adjust their proposals and ultimately awarded an EFSA grant will be decided based on the value of grants requested compared to the overall available budget of EFSA for this Call.

Following the successful conclusion of the adaptation phase, the award decision will be taken by EFSA. Subsequently, the grant agreement will be prepared.



In case some applicants fail to adapt the proposal, EFSA reserves the right to reject the proposal. The budget made available in this way may be used for projects of next applicants on the reserve lists. EFSA may repeat the adaptation process until the available budget of the call is assigned to other applicants on the reserve list.



3. SUBMITTING PROPOSALS

3.1 SUBMISSION COMPLETENESS CHECKLIST

The proposal must be submitted along with all the requested annexes and the administrative data for grant application form signed by a duly authorised legal representative of the applicant.

The applicant should be precise and provide enough detail to ensure the technical proposal is well described (free format).

By submitting a proposal, the applicant and in case of consortium also partner/s accept/s the procedures and conditions described in this Call and in the documents referred to in it.

In addition to a full paper version of the application, the applicant must submit the application also on a USB. The electronic version must be identical to the paper version. In case of any discrepancies between the electronic and paper version, the latter will prevail. All documents presented by the applicant become the property of EFSA and are deemed confidential.

The below checklist is designed to help the applicant to collect the documents in a structured way before submission of the proposal/application to EFSA.

APPLICATION SUBMISSION COMPLETENESS CHECKLIST	
<input type="checkbox"/>	<p>ELIGIBILITY CRITERIA: for details of which documents are needed see part 2.2 of the call:</p> <p>Administrative data forms signed (including Legal Entity and Financial Identification Forms) available here.</p> <p>Partnership Statement (only for consortium)</p>
<input type="checkbox"/>	<p>EXCLUSION CRITERIA: for details of which documents are needed see part 2.3 of the call:</p> <p>Declaration on honour section A, available here.</p>
<input type="checkbox"/>	<p>SELECTION CRITERIA: for details of which documents are needed see part 2.4 of the call:</p> <p>Declaration on honour section B, available here.</p> <p>Simplified Financial Statement, available here only for private bodies if the grant requested from EFSA is >60.000 €.</p> <p>Letter of commitment applicable only when another public body financially contributes to the project.</p> <p>A signed statement confirming that, for FPA implementation, their organisation will have individuals available with the required experience in the fields listed above (a, b, c, d, e, f).</p> <p>References <u>Copies</u> of recent (last 3 years) reports or other documents demonstrating evidence of the institution's current scientific experience, for each of the fields listed below:</p> <ol style="list-style-type: none"> plant pathology/plant health/phytosanitary risk assessment, to be proven by at least one recent risk assessment in plant health (e.g. a pest risk assessment or a pest categorisation (as per ISPM 1115), or a commodity risk assessment); plant entomology/acarology, to be proven by at least one recent institute or laboratory reports or research project reports or pest monitoring reports or other form of institutional reports or by scientific publications; plant mycology for plant pests, to be proven by at least one recent institute or laboratory reports or research project reports or pest monitoring reports or other form of institutional reports or by scientific publications;



	<p>d. plant virology, to be proven by <u>at least one recent</u> institute or laboratory reports or research project reports or pest monitoring reports or other form of institutional reports or by scientific publications;</p> <p>e. plant bacteriology, to be proven by <u>at least one recent</u> institute or laboratory reports or research project reports or pest monitoring reports or other form of institutional reports or by scientific publications;</p> <p>f. plant nematology, to be proven by <u>at least one recent</u> institute or laboratory reports or research project reports or pest monitoring reports or other form of institutional reports or by scientific publications</p>
<input type="checkbox"/>	<p>AWARD CRITERIA: Technical proposal covering award criteria, including Example Output A, Example Output B and work plan, see part 2.5 of the call</p>

3.2 SUBMISSION MODALITIES

Proposals are to be submitted as indicated in the second page of this document in the Indicative procedure timetable.

3.3 LANGUAGE OF THE PROPOSAL AND THE SUPPORTING DOCUMENTS

Proposals may be submitted in any official language of the European Union. However, as EFSA`s working language is English, the submission of proposals in English would speed up the evaluation process.

Please note that some supporting documents are required. These supporting documents are an integral part of the proposal. For more information on the relevant supporting documents to be submitted, please refer to part 2 of this Call. If these supporting documents are in a language other than English, in order to facilitate and speed up the evaluation, it would be appreciated if a reliable translation of the relevant parts of the documents into English is provided with the proposal.

3.4 EXPECTED DURATION OF PROCEDURE

In accordance with Article 194(2) of the Financial Regulation, the maximum time-limits for the procedure are as follows:

- All applicants will be informed of the decision regarding their application within 6 months of the deadline for submission of proposals;
- Signature of the grant agreement will take place within 3 months from the date the successful applicant/s has/have been informed of the decision on their application.



4. RULES ON ELIGIBILITY OF COSTS

1. GENERAL PRINCIPLES

The eligible costs of the project receiving an EFSA grant must be shown in detail in an estimated budget. EFSA will take the final decision on the nature and amount of the costs to be considered as eligible.

Estimated budget must be:

- sufficiently detailed to permit identification, monitoring and checking of the costs;
- balanced, i.e. total income and total project costs must be equal;
- consistent with the work plan;
- expressed in Euro.

Costs eligible for an EFSA grant are those that are:

- incurred during the duration of the project, with the exception of costs relating to audit certificates;
- indicated in the estimated budget of the project;
- necessary for the implementation of the project which is the subject of the grant;
- identifiable and verifiable, in particular being recorded in the accounting records of the beneficiary and determined according to the applicable accounting standards of the country where the beneficiary is established and according to the usual cost accounting practices of the beneficiary;
- complying with the requirements of applicable tax and social legislation;
- reasonable, justified, and comply with the principle of sound financial management, in particular regarding economy and efficiency.

Estimated budget – cost side:

- **Eligible direct costs:**
 1. Costs of personnel;
 2. Travel costs and subsistence allowances;
 3. Depreciation costs of equipment or other assets;
 4. Consumables and supplies;
 5. Workshops, seminar, conferences;
 6. Subcontracting;
 7. Eligible VAT;
 8. Miscellaneous costs are costs arising directly from the requirements imposed by the grant agreement.

The above categories represent an exhaustive list of possible eligible direct costs. However, if, for example, the project does not foresee costs for workshops / seminars / conferences, then this category of costs can be left empty in the estimated budget.

- **Eligible indirect costs** incurred in carrying out the project are eligible for a flat-rate funding capped at not more than 10% of the total eligible direct costs. If a beneficiary (partner in the consortium) already receives an operational grant from the EU budget its indirect costs are not eligible under the present call.

Estimated budget – income side:



- **Mandatory incomes:**
 1. Grant requested from EFSA;
 2. Applicant's financial contribution;
 3. Partners financial contribution;
- **Optional incomes:**
 4. Financial contributions from other public bodies;
 5. Income generated by the project.

To be eligible, costs need to be incurred during the duration of the project, i.e. from the grant agreement entry into force and project deadline.

The eligible costs presented in the estimated budget must be as realistic as possible, except for eligible indirect costs which are a flat rate.

Once the project is implemented all the eligible actually incurred direct costs must be justified by supporting documents, e.g. invoices, timesheets, evidence of travel or presence at a meeting etc. EFSA reserves the right to ask any supporting document in order to verify that the costs declared as eligible were actually incurred and paid.

2. ELIGIBLE COSTS

2.1 ELIGIBLE DIRECT COSTS

"Direct costs" of the project are those specific costs which are directly linked to the implementation of the project and can therefore be attributed directly to it. They may not include any indirect costs²². To be eligible, direct costs shall comply with the conditions of eligibility set out above in point 1.

2.1.1 COSTS OF PERSONNEL – Estimated Budget Excel, Sheet A.1

The costs of personnel working under an employment contract with the beneficiary or an equivalent appointing act and assigned to the project are considered eligible costs (comprising actual salaries plus social security contributions and other statutory costs included in the remuneration).

In line with the EU Financial Regulation, the salary costs of public officials will be considered as a direct cost of the beneficiary to the extent that they relate to the cost of activities which the relevant public authority as beneficiary would not carry out if the project concerned was not undertaken.

The costs of natural persons working under a contract with the beneficiary other than an employment contract may be assimilated to costs of personnel, provided that the following conditions are fulfilled:

- the natural person works under the instructions of the beneficiary;
- the result of the work belongs to the beneficiary

If the above conditions are not met, the amounts paid to the natural person shall be presented under the category "subcontracting".

IMPORTANT:

²² Indirect costs are explained in section 2.2 below.



Staff assigned to the project must be classified in one of the [four](#) categories Manager, Researcher/Teacher/Trainer, Technical, Administrative. EFSA will check the correctness of the assigned category of each staff member from the CV's which will be provided by the beneficiary.

UNIT COSTS for personnel are shown in the table below. These costs are calculated based on EUROSTAT data, EFSA historical data, information received from other EC services and considering the annual labour costs per country. An annual revision of unit costs is done based on the application of the national inflation rates as published by [Eurostat](#). **Last revision entered into force on 16 August 2022.**

The **UNIT COSTS** per day for staff **must** be used when establishing the estimated budget and when declaring the incurred costs. **THE NUMBER OF DAYS** spent on the project (one day is composed of 8 working hours according to working day duration at EFSA) is to be indicated when establishing the estimated budget and when declaring the incurred costs.

The rate of the country in which the partner organisation is registered should be applied, independently of where the tasks will be executed (i.e. a staff member of an organisation of Country A working fully or partly in Country B will be budgeted on the basis of the rates of Country A).

The beneficiary must be able to justify the personnel costs at the end of the project by providing supporting documents (e.g. timesheets), if requested by EFSA.

The beneficiary shall ensure that CVs for all profiles (including technical and administrative staff) inserted in the budget are submitted together with the proposal for **direct** agreements. This will allow EFSA to check the correctness of the assigned role of each staff member. For those profiles for which the applicant reserves the right to recruit staff after the communication of the outcome of the call, CVs need to be provided to EFSA for checking the correctness of the assigned role as soon as the recruitment is complete.



UNIT COST PER DAY IN EUROS (August 2022)

Country	Manager	Researcher Teacher Trainer	Technical	Administrative
Austria	500	337	272	216
Belgium	471	382	269	240
Bulgaria	73	66	50	34
Croatia	225	203	163	103
Cyprus	322	240	149	101
Czech Republic	198	127	92	67
Denmark	589	416	291	261
Estonia	118	90	69	49
Finland	441	271	209	173
France	468	378	277	217
Germany	499	339	252	222
Greece	207	145	103	93
Hungary	127	102	77	52
Ireland	410	340	248	184
Italy	477	313	212	183
Latvia	100	75	58	43
Lithuania	134	79	54	39
Luxembourg	544	383	309	241
Malta	129	107	83	62
Netherlands	462	374	236	187
Poland	150	98	75	56
Portugal	274	192	130	82
Romania	143	109	85	54
Slovakia	135	109	96	78
Slovenia	257	195	156	98
Spain	344	227	174	125
Sweden	398	335	276	212
Iceland (EEA Country)	393	358	309	199
Liechtenstein (EEA Country)	492	331	267	213
Norway (EEA Country)	516	430	364	280
Switzerland (EFTA Country)	657	471	411	325



2.1.2 TRAVEL COSTS AND SUBSISTENCE ALLOWANCES – Estimated Budget Excel, Sheet A.2

All travel costs for missions, workshops/seminars/conferences must be included under Sheet A.2:

MISSIONS: travel costs and related subsistence allowances of staff and other persons taking part in the project are eligible. Kick-off, interim, final meetings and field trips (if any) are part of this category.

WORKSHOP/SEMINAR/CONFERENCE: travel costs for external participants and speakers (not staff employed by coordinator or partners) are eligible. As subsistence allowances are not foreseen for the participation of external participants in workshops/seminars/conferences, meals and accommodation for workshops must be inserted under the category "Miscellaneous" – Sheet A.6.

The daily subsistence allowances and travel costs of EFSA representatives shall not enter in the estimated budget because these costs are paid by EFSA directly to the staff concerned.

Travel costs

These unit costs must be applied when establishing the estimated budget and when declaring the incurred costs:

UNIT COSTS

Type of transport	Distance in road Km	Travel Unit cost
Car	Any distance	0.33 €/Km
Train	Any distance	0.40 €/Km
Flight	Any distance	500 €

If two or more staff members travel together sharing a car, the cost should be calculated only one time for the entire group of people. Insert the number of km for only one of the staff travelling by car and insert "shared" for all other staff traveling together.

Inter-continental flights are not included. They should be estimated on a case-by-case basis and declared on real incurred cost of flight ticket. The most economical fares must be sought (i.e., non-flexible economic class).

Daily subsistence allowances (DSA)

The DSA applies only for a mission to a place more than 50 km from the normal place of employment.

For travels related to workshops, the DSA is not applicable because costs of hotel accommodation and meals (lunch and dinner) are to be declared under item Miscellaneous costs (see article 2.1.5).

The amounts presented in the below table are calculated to cover the following expenses during a day of mission: accommodation, meals, local transport to reach airport/train station at the place of residence/employment and within the place of mission (car, parking, taxi and/or public transport), and sundry expenses, such as telecommunications costs (fax, internet).

The DSA is to be calculated according to the length of the mission: from the time of departure of the means of transport used until the arrival at the place of employment or home.

- </= 24 hours: full DSA;



- > 36 hours </= 48 hours: 2 x DSA, etc.

Missions to countries not mentioned in the below table shall be submitted to EFSA for an ex-ante agreement.

Country	€
Austria	234
Belgium	250
Bulgaria	192
Croatia	185
Cyprus	228
Czech Republic	194
Denmark	297
Estonia	185
Finland	255
France	282
Germany	225
Greece	194
Hungary	184
Iceland (EEA country)	245
Ireland	267
Italy	246
Latvia	189
Liechtenstein (EEA country)	175
Lithuania	186
Luxembourg	246
Malta	226
Netherlands	269
Norway (EEA country)	220
Poland	183
Portugal	184
Romania	198
Slovakia	174
Slovenia	201
Spain	216
Sweden	304
Switzerland (EFTA country)	220



2.1.3 DEPRECIATION COSTS OF EQUIPMENT OR OTHER ASSETS – Estimated Budget Excel, Sheet A.3

These costs are eligible if:

- the acquisition is strictly necessary for the performance of the project;
- those costs are recorded in the accounting statements of the beneficiary;
- the asset has been purchased in accordance with Article II.10 of the Grant agreement and it is written off in accordance with the international accounting standards and the usual accounting practices of the beneficiary.
- **Important:** The depreciation costs of equipment/software bought before the submission of the proposal can be taken into account in the estimated budget and when declaring the incurred costs but only for the portion covered by the period of the implementation of the proposed action. The percentage and the period covered by the depreciation costs should comply with the usual accounting practices of the beneficiary.

EFSA reserves the right to verify the correct application of the usual accounting practices of the beneficiary. In case the depreciation periods are not clearly indicated in those practices the following rules will be applied by EFSA:

- computer equipment (hardware) is written off over a period of 3 years,
- office furniture and equipment (photocopiers, fax, etc.) over 5 years, and
- specific computer software (not common software which is supposed to be covered by indirect costs) is covered in full.

The costs of rental or lease of equipment or other assets are also eligible, provided that these costs do not exceed the depreciation costs of similar equipment or assets and are exclusive of any finance fee.

Only the portion of the equipment's depreciation corresponding to the duration of the project and the rate of the actual use for the purposes of the project can be considered by EFSA as eligible. Consult the call for proposals for the maximum allowed duration of the project.

2.1.4 CONSUMABLES AND SUPPLIES – Estimated Budget Excel, Sheet A.4

The costs of consumables and supplies are eligible if:

- they are purchased in accordance with Article II.10 of the Grant agreement;
- they are directly assigned to the project.

Unlike the equipment, these are “consumables²³”, i.e. items that are not entered as fixed assets in the accounts (or inventory) of the beneficiary and are not written off. The term “directly assigned to the project” is important in order to avoid reimbursing the same cost twice by way of indirect costs. The nature of the project and the fact that the costs are specific to the project are key factors justifying direct cover of these costs.

All other items that are not “consumables” are to be inserted under “miscellaneous” (e.g. publication fees).

2.1.5 SUBCONTRACTING – Estimated Budget Excel, Sheet A.5

Costs entailed by subcontractors within the meaning of Article II.11 of the Grant agreement are eligible, provided that the conditions laid down in that Article and in the Call for proposals are met.

²³ For example: laboratory material, reagents, gloves, medicines, etc.



The costs of natural persons working under a contract with the beneficiary other than an employment contract and which cannot be assimilated to costs of personnel, as indicated in part 2.1.1, are to be declared in this section.

Core tasks²⁴ may not be subcontracted. Only ancillary and assistance tasks may be subcontracted.

2.1.6 MISCELLANEOUS COSTS– Estimated Budget Excel, Sheet A.6

GENERAL MISCELLANEOUS COSTS: These might be the costs arising directly from requirements imposed by the Grant agreement, e.g. dissemination of information, specific evaluation of the project, audits, translations, printing/copying, including the costs of any requested financial guarantees, provided that the corresponding services are purchased in accordance with Article II.10.

MISCELLANEOUS COSTS RELATED TO WORKSHOPS, SEMINARS, CONFERENCES: This category of eligible costs is intended to cover costs linked to the organization of a workshop, seminar or conference, in particular:

1. hire of premises;
2. hire of equipment;
3. interpretation (interpreters and hiring of booths);
4. translation costs in connection with workshop/seminar/conference;
5. catering (lunch and dinner) and accommodation costs for external participants and speakers
6. external speaker fee (intended for an expert coming from outside of beneficiary/consortium), max 500 € per speaker per day;
7. other costs (e.g. printing costs for documentation to be distributed to participants, various supplies, reception staff).

In case a contract is to be awarded within the context of a workshop, e.g. translation or preparation of documents, these services or supplies must be purchased in accordance with Article II.10 of the Grant agreement.

2.1.7 ELIGIBLE VAT

Duties, taxes and charges paid by the beneficiary, notably value added tax (VAT), are eligible, provided that they are included in eligible direct costs.

VAT is accepted as an eligible cost if it is not recoverable, and so declared on honour by the beneficiary in the estimated budget.

The eligible VAT cost should be declared in the same heading of the estimated budget in which the related cost is declared.

2.2 ELIGIBLE INDIRECT COSTS – Estimated Budget Excel, Summary sheet

"Indirect costs" of the project are those costs which are not directly linked to the implementation of the project and can therefore not be attributed directly to it. They may not include any costs identifiable or declared as eligible direct costs.

To be eligible, indirect costs shall represent a fair apportionment of the overall overheads of the beneficiary and shall comply with the conditions of eligibility set out in point 1.

²⁴ For example coordination of the grant



Unless otherwise specified, eligible indirect costs shall be declared on the basis of a flat rate of 10% of the total eligible direct costs. Eligible indirect costs may not include any eligible direct costs. The formula in the Summary of the estimated budget excel automatically calculates the eligible indirect costs at 10% of the inserted eligible direct costs.

The indirect costs are frequently of an administrative, technical and logistical nature, are cross-cutting for the operation of the beneficiary's various activities and cannot therefore be booked in full to the project for which the grant is awarded because this grant is only one part of those activities. Indirect costs comprise costs connected with infrastructures and the general operation of the organisation such as renting or depreciation of buildings and plant, water/gas/electricity, maintenance, cleaning, insurance, supplies, small office equipment such as toner, paper, stationary, communication and connection costs (phone, internet, fax, etc.), postage, and costs connected with horizontal services such as administrative and financial management, human resources, training, legal advice, documentation, IT, etc.

3. INELIGIBLE COSTS

In addition to any other costs which do not fulfill the conditions set out for eligible costs, the following costs shall not be considered eligible:

- return on capital;
- debt and debt service charges;
- provisions for losses or debts;
- interest owed;
- doubtful debts;
- exchange losses or costs of conversion;
- costs of transfers from the Authority charged by the bank of the partner;
- costs declared by the beneficiary in the framework of another action receiving a grant financed from the Union budget (including grants awarded by a Member State and financed from the Union budget and grants awarded by other bodies than the Authority for the purpose of implementing the Union budget); in particular, indirect costs shall not be eligible when the beneficiary already receives an operating grant financed from the Union budget during the period in question;
- contributions in kind from third parties;
- excessive or reckless expenditure;
- deductible VAT.

The ineligible costs, if any, must be declared in the Estimated Budget excel, Summary Sheet.

4. FLEXIBILITY WITH APPROVED ESTIMATED BUDGET

After the estimated budget of the project has been approved by EFSA (corrections are possible during the evaluation of the proposal) it becomes the approved estimated budget, and it will be attached to the Grant agreement. The approved estimated budget is based on estimates, and therefore it is normal that during the project implementation there might be a need to adjust it to reality or any unforeseen events.

The approved estimated budget may be adjusted by making transfers provided that such adjustments do not affect the basic purpose and the completion of the project is not jeopardised. No amendment is necessary for these transfers.

If the beneficiary wishes to replace a staff member by another employee, e.g. because of dismissal, maternity leave, long term sick leave of original staff member, a prior approval of EFSA should be



sought and the new CV and individual declaration of interest (if DoIs are applicable) shall be provided. No amendment is necessary for these changes.



ANNEX 5

Example of work to be conducted by the grant beneficiary in case of award of a Specific Contract by EFSA

The green text aims to provide some guidance to the grant, once the section is drafted, please remove this text. When providing the below information, you can use as an example EFSA, 2018, EFSA PLH Panel, 2019a, b. EFSA PLH Panel 2023

References:

EFSA, 2018. Information required for dossiers to support demands for import of high risk plants, plant products and other objects as foreseen in Article 42 of Regulation (EU) 2016/2031. EFSA supporting publication 2018:EN-1492, 22 pp. doi:10.2903/sp.efsa.2018.1492

EFSA PLH Panel, 2019a. Guidance on commodity risk assessment for the evaluation of high risk plants dossiers. EFSA Journal 2019;17(4):5668, 20 pp. doi:10.2903/j.efsa.2019.5668.

EFSA PLH Panel, 2023. Scientific Opinion on the commodity risk assessment of Prunus persica and P. dulcis plants from Türkiye. EFSA Journal 2023;21(1):7735, 212 pp. doi:10.2903/j.efsa.2023.7735

1. Information from the Dossier

1.1. Summary of the risk reduction options specified in the Dossier

Summarise all the risk reduction options (RROs) specified in the Dossier using the following table (Table 1) as an example. When referring to a specific section of the Dossier, follow the same structure used in the Dossier.

Table 1: General overview of all currently proposed risk reduction options for the commodity designated for export to the EU

Number of the risk reduction option	Risk reduction options	Current measures in <i>name of the applicant country</i>
RRO1	<i>Propose here the name of the RRO (e.g. Insecticide treatment of crop; Fungicide treatment of crop; Soil treatment; Protected cultivation; Pruning; Surveillance;</i>	<i>Summarise here the main features of the RRO in general (e.g. active substances; indication if the specified pesticides are registered; availability of label information and treatment scheme; specific parameters for heat treatment; use of disinfected media; description of protected cultivation; description of surveillance, inspections, sampling and testing; etc.)</i>



	<i>Visual inspection; etc.)</i>	
RRO2		

2. Pest/pathogens potentially associated with the commodity

2.1. EU-regulated pest/pathogens associated with the commodity

Based on the information provided in the Dossier AND using additional relevant data sources provide a full list of the EU-regulated pest/pathogens associated with the commodity including the following information for each of the pest/pathogens:

- (a) evidence of the presence of the pest/pathogen in the relevant applicant country*
- (b) evidence that the pest/pathogen uses the commodity species as a host*
- (c) evidence for the likelihood that one or more life stages of the pest/pathogen can be associated with the specified commodity.*

Please use the pest/pathogen name according to the EU legislation and provide also the current scientific name of the pest/pathogen if different from the one specified in the EU legislation. For each pest/pathogen provide both the relevant taxonomic information and feeding guild.

2.2. Other pest/pathogens (not regulated in the EU) associated with the commodity

Based on the information provided in the Dossier AND using additional relevant data sources provide a full list of other pest/pathogens (not regulated in the EU) associated with the commodity and present in the applicant country. For each pest/pathogen provide the following information:

- (a) evidence of the absence of the pest/pathogen in the EU*
- (b) evidence that the pest/pathogen uses the commodity species as a host*
- (c) evidence for the likelihood that one or more life stages of the pest/pathogen can be associated with the specified commodity*
- (d) evidence for the likelihood that the pest/pathogen may have an impact in the EU.*

Please use the pest/pathogen name according to the EU legislation and provide also the current scientific name of the pest/pathogen if different from the one specified in the EU legislation. For each pest/pathogen provide both the relevant taxonomic information and feeding guild.



3. Pest/pathogen data sheets

For each specified pest/pathogen, please, provide relevant information using the below template. Please use the information provided in the Dossier AND additional relevant data sources.

Pest/pathogen scientific name

Organism information

Taxonomic information	Current valid name: Synonyms: Name used in the EU legislation (<i>e.g. Council Directive 2000/29/EC</i>): Name used in the Dossier: Order: Family:	
Group	<i>e.g. INS, NEM, FUN</i>	
EPPO code		
Regulated status in the EU	<i>Provide here the EU legislation (including the Annex number if relevant) where the pest/pathogen is regulated. Specify if the pest/pathogen is included in the EPPO Alert list</i>	
Pest/pathogen status in (ADD APPLICANT COUNTRY)	<i>e.g. present, absent, widely distributed, etc. (include the reference)</i>	
Pest/pathogen status in the EU	<i>e.g. present, absent, widely distributed, etc.</i>	
Host status on (COMMODITY)	<i>Specify if the commodity species/genus is a host for the pest/pathogen.</i>	
PRA information	<i>Cite here the available pest/pathogen risk assessments/pest/pathogen categorisations</i>	
Other relevant information for the assessment		
Symptoms	Main type of symptoms	<i>Describe the symptoms on the commodity species/genus. Estimate if the symptoms are easy or difficult to detect</i>
	Presence of asymptomatic plants	<i>If relevant provide information on asymptomatic/latent period of the pest/pathogen (specify the asymptomatic/latent period and the duration)</i>
	Confusion with other pathogens/pest/pathogens	<i>Specify here the possibility of confusion with other pathogens/pest/pathogens including e.g. the diagnostic method by which the pest/pathogen species can be distinguished</i>



Host range	plant	<i>Provide here the host range of the pest/pathogen including and specifying the alternate hosts</i>
Pathways		<i>Describe here the pathways the pest/pathogen can use e.g. to infect the commodity species/genus in the nursery. Provide information on the main important characteristics of the pathway (e.g. the dispersal distances, etc.)</i>
Surveillance information		<i>Summarise here the information provided in the Dossier on the relevant surveillance performed by the applicant country</i>

3.1. Possibility of pest/pathogen presence in the nursery/field

The following types of potential infection sources for plants for planting in export nurseries/fields can be considered (see also Figure 1):

- pest/pathogen entry from surrounding areas,
- pest/pathogen entry with new plants,
- pest/pathogen entry or infection by growing practices.

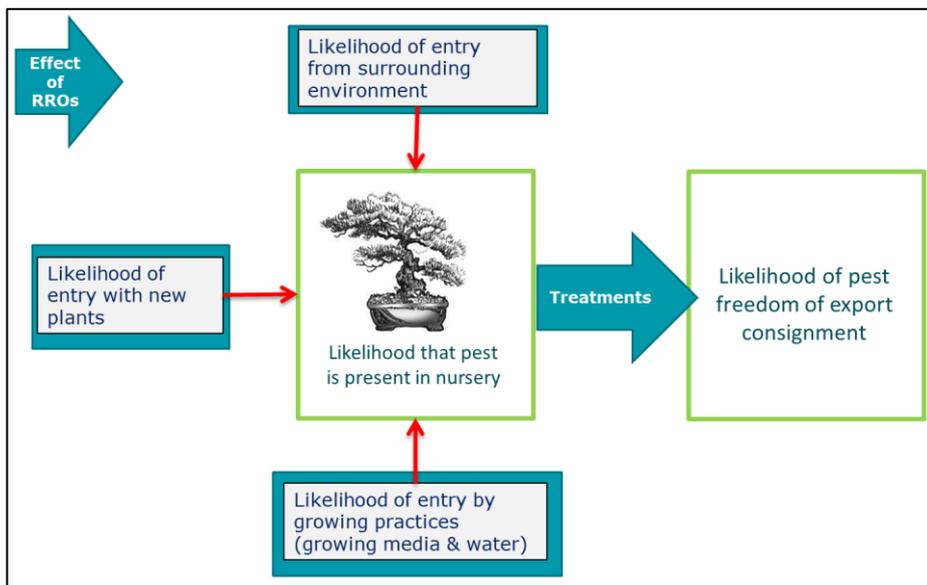


Figure 1: General factors which can be considered for the estimation of pest/pathogen freedom

3.1.1. Possibility of entry from the surrounding environment

Provide here the main evidence for the possibility of entry of the pest/pathogen to the nursery from the surrounding environment, e.g. specifying the presence of the pest/pathogen in the country of origin; the main features of the life cycle including the pathways and dispersal/fly distances; detection of symptoms.

Uncertainties:

Describe/list here the uncertainties (including knowledge gaps) related to the above evidence.



3.1.2. Possibility of entry with new plants

Provide here the main evidence for the possibility of entry of the pest/pathogen to the nursery with new plants, e.g. summarising the information provided in the Dossier regarding the source of the plants in the nursery; if relevant specifying the procedure/treatment before the new plants enter the export nursery, possibility of asymptomatic plants being introduced, etc.

Uncertainties:

Describe/list here the uncertainties (including knowledge gaps) related to the above evidence.

3.1.3. Possibility of entry by growing practices

Provide here the main evidence for the possibility of pest/pathogen infection within the nursery (e.g. by growing practices, media and water).

Uncertainties:

Describe/list here the uncertainties (including knowledge gaps) related to the above evidence.

3.2. Information from interceptions

Provide here the information on interceptions of the pest/pathogen on the commodity for last 20 years.

3.3. Summary of the risk reduction options specific for the pest/pathogen

Provide here (e.g. using the below table) specific information on each identified risk reduction option related to the pest/pathogen. Please cover all RROs identified in the Dossier.

Risk reduction option		Effect on pest/pathogen	Current measures in (APPLICANT COUNTRY)	Evaluation and uncertainties
RRO1	Use the same name as in the Table 1	Yes/no	Describe here the specific RRO as applied for the specific pest/pathogen (e.g. specify the active substances and the treatment time/periods)	Describe here the evidence that the specific RRO is effective against the pest/pathogen on the commodity <u>Uncertainties:</u> Describe/list here the uncertainties (including knowledge gaps) related to the above evidence
RRO2				<u>Uncertainties:</u>

4. Summary of the information

Provide here a summary of the above information.



Summary of the information	<p>Possibility that the pest/pathogen could enter exporting nurseries <i>Summarise here the main pathways the pest/pathogen can use to enter in the exporting nursery. Explain if infected plants could be present in the nursery</i></p> <p>Measures taken against the pest/pathogen and their efficacy <i>Summarise/list here the applied measures based on the above table</i></p> <p>Interception records <i>Summarise/list here the interceptions</i></p> <p>Shortcomings of current measures/procedures <i>Specify here the shortcomings of the current measures/procedures (e.g. no testing of asymptomatic plants, difficulties in detecting a pest/pathogen on the commodity or during a specific period, etc.)</i></p> <p>Main uncertainties <i>List here the main uncertainties</i></p>
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5. References

Provide here the list of all references used in the relevant Pest/pathogen data sheet.

6. Compilation of the database

Database compilation inclusive of pests/pathogens associated with agricultural plants plant products and other objects including high-risk plants, which are listed as plants for planting with associated country were the pest/pathogen (depending on the commodity) is expected to be found.

In order to facilitate the risk assessments for the commodities that have been listed in the relevant Commission Implementing Regulation 2018/2019 as "High risk plants, plant products and other objects" according to the Regulation (EU) 2016/2031, EFSA needs to compile a database inclusive of all the pests/pathogens which can be associated to the commodity depending on the country of origin, based on a robust literature search strategy and following the methodology that will be provided by EFSA itself.

Tasks include:

- performance of an accurate literature search using the search string that will be provided by EFSA. The search string will help retrieving from online databases all the available scientific literature related to pests/pathogens associated to a certain commodity worldwide.
- Once retrieved, a first screening based on Title and Abstract has to be carried out in order to select and keep only the relevant manuscripts useful for the compilation of the database.
- Full Text screening has to be carried out in order to collect the available information related to pests/pathogens associated to a certain commodity.



All the data will be inserted in an associated database which will be used only for EFSA use to verify whether the lists of all pests potentially associated with the plant species or genus of the commodity in the exporting country has been compiled according to section 4 of the Technical Report and can be considered complete in order to perform the risk assessment. The database will also help in the evaluation of completeness of the search strategy used by the applicant country.