**(Title of organisation which detected irregularity)**

**(Date)**

**(Place)**

|  |  |  |
| --- | --- | --- |
| **1.** | **Programme** | Interreg VI-A Lithuania-Poland cooperation Programme |
| **2.** | **Project No.** |  |
| **3.** | **Project title** |   |
| **4.** | **Priority** |  |
| **5.** | **Institution which detected irregularity** | Title |
| Code |
| Address  |
| Responsible person (position, name and surname, tel., e-mail)Contact person (position, name and surname, tel., e-mail) |
| **6.** | **Partner concerned**  | Title |
| Code |
| Address  |
| Responsible person (position, name and surname, tel., e-mail) |
| **7.** | **Date and method of irregularity detection**  | Date:The method of identification of irregularity:[ ] While checking partners report and (or) project reports and payment requests to the MA[ ] If partners refuse to provide necessary documents or provide false or wrong documents requested by Programme institutions on the project or its implementation progress[ ] While performing audits and other controls, on-the- spot checks[ ] After receiving information from the third parties[ ] Other cases \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_*(indicate)* |
| **List of Documents attached:** | *(all documents justifying the irregularity case should be attached as annex to the notification, e. g. Check on spot checklist, audit report, summary of findings and etc.)* |
| **8.** | **Description of detected irregularity\***  | * which points of the Subsidy Contract were breached;
* what legal acts (EC and national) were not followed;
* which budget line is related to the detected irregularity;
* what is report number where irregular expenditure were declared;
* in case guidelines for determining financial corrections are applied, points should be indicated;
* information about detected irregularity.
 |
| **9.** | **Suggested actions:** | ACTION I |
| *Description of action:* |
| *Name of Institution what shall take proposed action:* |
| *When action shall be taken:* |
| ACTION II |
| *Description of action:* |
| *Name of Institution what shall take proposed action:* |
| *When action shall be taken:* |
| **10.** | **Amount of ineligible/****irregular expenditure detected in euro**(all documents justifying detailed calculations of the amount of ineligible expenditures should be attached as annex to the notification) |  Total amount  |  ERDF amount  |

The name, surname, position and the signature of a person prepared the notification, date

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The name, surname, position and the signature of the authorised person of the institution detected irregularity, date