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A=Accountable C=Consulted
V=Verifying

chi ha in carico lo svolgimento del lavoro necessario per portare a termine l'attività
chi è responsabile che il lavoro venga effettuato con la dovuta qualità; chi dà un contributo che viene utilizzato per completare l'attività;
chi deve verificare il deliverable;

INTERREG NEXT MED	FUNCTIONS	Giovanna Medde - Director General	Martin Heibel	Pilleri Simona	Antonella Bassu	Michela Di Donato	Alessandro Pischiedda	Paolo Cocco	Aldo Puleo	Manuela Casu	Anna Cotza	Simonetta Negrini - Head of Unit Accounting	Michela Ancis	Roberto Farci	Damiano Sulis	Antonello Chessa - Head of Operational and Authorising Unit	Agnese Attene	Annalisa Pireddu	Silvia Cubadda	Barbara Pintus	Silvia Zedda	Stefania Piras	Fiori Maria Valeria	Marco Crotti	Paola Rossi
Overall coordination of the Programme	Coordination of the whole MA with other programme bodies (NA)	RA	C						C																
	Coordination of the whole MA with other programme bodies (CCP, NCP)	RA	C													R									
	Coordination of the whole MA with other programme bodies (AA)	RA				R						R	C	C		R									
	Coordination of the whole MA with other programme bodies (BOs)	RA	R						C			C				R									
	MC chairmanschip	RA		C																					
	MC secretary	RA								R															
	Keeping relations with EC and participating countries (Institutional relations)	RA	C			C			C	C															
	Keeping relations with EC and participating countries (Tecnical reporting)	RA					C			C						R									
	Keeping relations with EC and participating countries (Financial reporting)	RA					C			C		R				R									
	Technical and financial monitoring	RA							C																
	Coordination with other programs and initiatives	RA	R			C			R																
	Risk management	RA				C	R					C				C	C								
	Implementation of the information and communication plans	RA	R																						
	Definition and update of Programme procedures audit trails	RA							C			AC				AC	C	C	C	C					C
	Functioning of the internal circuits	RA			C		C		C																
	Internal management control (Monitoring internal control)	RA			C							A				A									
	POA and Strategic Objectives	RA			AC											A									
	Staff training	RA			R																				
	Personnel Officer (appointments and incoming calls, assistence to information and dissemination among the units)	RA			R																				
	Administrative and internal processes (staff, travel, mananging calendar)	RA			C			C			C														
	Administrative and internal processes (protocol, archive)	RA			C			C			C														
	Programme Information and Monitoring system and electronic applicatives to manage calls for proposals	RA	C				R																		
	Defining effective and proportionate anti-fraud measures	V																							
Selection and contracting of projects / Managing Contracting	Defining and launching the Calls for Proposals		C						C							RAV	C	C	C	C		C			
	MA Negotiation process															RA	AC	AC	AC	AC		AC			
	Preparing and signing Grant Contracts															RA	AC	AC	AC	AC		AC			
	Defining the autoassessment check list															RA	C	C	C	C					
	Developing the reporting templates to be used by projects															RA	C	C	C	C					
	Defining effective and proportionate anti-fraud measures	V														RA	C	C	C	C					
	Administrative verification on reported expenditures of the Projects (analyze and approve the conclusions of the JS on the interim and final reports)															RA	V	V	V	V					
	Attending on the spot verification															RA	V	V	V	V					
	Making committment															RA	C	C	C	C					
	Authorising payments															RA	C	C	C	C					
	Managing recovery procedures															RA	C	C	C	C	C				
	Reimbursement of cofinancing to the Italian Public Autorithies															RA	C				C				
	Administrative and internal processes (protocol, archive)															RA	C	C	C	C	C	C			
Bos	Administrative verification on reported expenditures of the BOs															RA	C	C			C		C		
	Authorising committment															RA		C			C		C		

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	Authorising payments															RA	C	C			C		C		
	Attending on the spot verification															RA	C	C	C	C	C		C		C
Manage the technical assistance funds	Managing contract award procedures															RA	C	C	C		C		C	C	
	Managing contracts															RA	C	C			C		C	C	
	Defining the autoassessment check list															RA			C						
	Authorising committment															RA	C	C	C	C	C		C	C	
	Authorising payments															RA	C	C	C	C	C		C	C	
NCP / CCP	Reimbursement of the staff costs to NCPs and CCPs															RA	C				C		C		
	Defining the autoassessment check list															RA			C						
	Authorising committments															RA	C		C						V
	Authorising committments															RA	C		C		C		C		V
Accounting and Payments	Cheking and recording Projects' committment												R	R	C										
	Issuing Projects' order payments											AR	R	R											
	Checking and recording BOs committment												R	R	C										
	Issuing BOs order payments											AR	R	R											
	Checking and recording NCCP/CCP committment												R	R	C										
	Issuing NCCP/CCP order payments											AR	R	R											
	Computerized accounting records for expenditures declared to the Commission												R	R											
	Computerized accounting records for payments made to beneficiaries												R	R											
	Drafting the payment request to EC											AR	R	R											
	Drafting the annual accounts											AR	R	R											
	Drafting the Financial Plan for TA to be agreed with other bodies											AR	R	R											
	Checking and uploading in Programme Information and Monitoring System financial information forms.														R										
	Keeping an account of amounts recoverable and of amounts reduced following cancellation of all or part of the grant											AR	R	R											