

Program Ref. n.: \_\_\_\_\_

Program Title: \_\_\_\_\_

Mission Type: \_\_\_\_\_

Mission date: from \_\_\_\_\_ to \_\_\_\_\_

Accounting year: from \_\_\_\_\_ to \_\_\_\_\_

## QUALITY REVIEW CHECKLIST ON TA PROCUREMENT EXPENDITURES

### CHECK LIST DESK BASED VERIFICATION

CHECKS - TA PROCUREMENT EXPENDITURES	Yes/No/NA Comments/Reference documents
Are there specific agreements/contracts between the MA/AA and the internal control offices/external auditors in charge for the verification?	
Is the assurance that these internal control offices/external auditors are competent auditors confirmed?	
Is the assurance that these internal control offices/external auditors are independent auditors confirmed?	
Has the appointee/responsible for the control released the declaration of non-existence of causes of incompatibility, pursuant to Legislative Decree n. 39/2013 and EGESIF 14-0012?	
Are there standardized tools in use for the verification activities (e.g. checklists, templates, etc.)?	
Does the 1st level control checklist provide appropriate verification for the following items?:	
✓ Compliance with procurement legislation	
✓ Eligibility of the operation	
✓ Publicity and transparency	

✓ Checks on all phases of the selection procedure	
✓ Execution of contract	
✓ Eligibility of costs	
✓ Evidence of expenditure (receipts etc.)	
✓ Payments	
Are all answers to the above mentioned checks positive?	
Is there a devoted information system which keeps track of verification as carried out ?	
Have the tools devoted to the verification been filled in properly and completely?	
Have all TA expenditures been declared eligible? (please add as many lines as needed).	
Have irregularities/corrections been detected and justified? (please add as many lines as needed).	
Has a list of the checked documentation drawn up?	
Has a description of the carried out verifications drawn up?	
Are the conclusions on verification adequate and is the work done sufficient to confirm that all transactions on TA procurement expenses as verified are legal and regular and the control systems properly put in place function?	
<b>Notes:</b>	

Filled in by
Date
Name
Signature

Approved by:
Date
Name
Signature