



EUROPEAN CLIMATE, INFRASTRUCTURE AND
ENVIRONMENT EXECUTIVE AGENCY (CINEA)

CINEA.D - Natural resources, climate, sustainable blue economy and clean energy
D.2 - LIFE Environment (Nature & Circular Economy)

Brussels, 06/05/2022

BY EMAIL ONLY

The Opolskie Voivodeship
Ms Katarzyna Oszańca
Piastowska 14
45-082 Opole
Poland

dos@opolskie.pl

Subject: LIFE19 GIE/PL/000398 - LIFE_AQP_Opolskie_2019.PL - Second monitoring visit

Dear Ms Oszańca,

Thank you for welcoming [redacted] of the External Monitoring Team to your project on 13 April 2022. I have been informed that the visit was fruitful - please extend my gratitude for this to all participants of the meeting.

I am pleased that you have hired municipal coordinators of the Air Quality Plan who increase the effectiveness of the implementation of the plan and provide support to residents in the necessary replacement of boilers. I am aware that the project is behind schedule and an extension is necessary to achieve its objectives. In accordance with requirements, the relevance of this change will be assessed in a separate evaluation of your amendment request. There are also a few issues that need your attention to ensure the success of your project. Therefore, please consult the attached annex for my recommendations resulting from the visit which you should address at the next stages.

I have been informed that you reached the threshold to apply for the second pre-financing payment. I remind you that, according to my email of 1 March 2022, I expect you to submit your Mid-term Report by 31 May 2022. To help ensure the completeness and coherence of your report, I strongly suggest that you provide a draft version to the monitoring team for comments prior to submitting the final version to the Agency.

Allow me to take the opportunity to remind you that on 21 May 2022 the LIFE programme will turn thirty and we would like you to be part of this important milestone! All events and activities linked to the anniversary are labelled with the hashtag #LIFEis30. The website www.lifeis30.eu contains a set of useful documents that can support you if you wish to organise an initiative. You can organise an informal event, a gathering with experts, or a cultural activity

with your local community... The choices are endless. Once you have decided what kind of initiative you are going to set up, please submit it on the website. All commemorative actions around the #LIFEis30 anniversary will be displayed on the homepage map, and visitors will be able to search the activities or the locations of interest to them using filters. The website will soon be enriched with additional content, such as testimonials, news and other communication material. You can use this portal as a reference point for anything you want to know or share regarding the #LIFEis30 campaign. This year, we will also post from the Instagram account (<https://www.instagram.com/lifeprogramme/>), so don't forget to check it out.

Yours sincerely,

(e-signed)

Mario LIONETTI

ANNEX

Technical issues

Action D1 [Planning and implementation of the dissemination of knowledge and project results]

Issue 2. I have noticed that the latest news in the English version of the project website is dated 30 November 2021. Please update the English version of the website more often, just as the Polish version of the website is maintained.

Financial issues

Financial reporting

Issue 1. Thank you for providing the monitor during the visit with financial statements of individual beneficiaries. Please remember to complete them in English as this will be required from you at the stage of Mid-term and Final reports, in accordance with Article 1.4.7 of the Special Conditions.

Timesheets

Issue 2. Politechnika Opolska (PO): Please remember that the employees hired as permanent staff or civil servants should also register the working time devoted to the statutory activities of the unit in their timesheets, and the working time should be recorded jointly on one timesheet. Please do not forget that the timesheets should be dated and signed also by a line manager/supervisor.

