

## COMMISSION REGULATION (EC) No 1481/2006

of 6 September 2006

**laying down form and content of the accounting information to be submitted to the Commission for the purpose of the clearance of the accounts of the EAGF and EAFRD as well as for monitoring and forecasting purposes**

THE COMMISSION OF THE EUROPEAN COMMUNITIES,

Having regard to the Treaty establishing the European Community,

Having regard to Council Regulation (EC) No 1290/2005 of 21 June 2005 on the financing of the common agricultural policy <sup>(1)</sup>, and in particular Article 42 thereof,

Whereas:

- (1) Commission Regulation (EC) No 2390/1999 of 25 October 1999 laying down detailed rules of the application of Regulation (EC) No 1663/95 as regards the form and content of the accounting information that the Member States must hold at the disposal of the Commission for the purposes of the clearance of the EAGGF Guarantee Section accounts <sup>(2)</sup> is repealed from 16 October 2006 by Commission Regulation (EC) No 885/2006 of 21 June 2006 laying down detailed rules for the application of Council Regulation (EC) No 1290/2005 as regards the accreditation of paying agencies and other bodies and the clearance of the accounts of the EAGF and of the EAFRD <sup>(3)</sup>.
- (2) Pursuant to Article 8(1) of Regulation (EC) No 885/2006, as regards the clearance of the accounts of the EAGF and

of the EAFRD, the form and content of the accounting information referred to in Article 7(1)(c) of that Regulation and the way it is to be forwarded to the Commission should be established.

- (3) The measures provided for in this Regulation are in accordance with the opinion of the Committee on the Agricultural Funds,

HAS ADOPTED THIS REGULATION:

*Article 1*

The form and content of the accounting information referred to in Article 7(1)(c) of Regulation (EC) No 885/2006 and the way it is to be forwarded to the Commission shall be as set out in Annexes I (X Table), II (Technical specifications for the transfer of computer files to the EAGGF), III (Aide-mémoire) and IV (Structure of EAFRD budget codes [F109]) to this Regulation.

*Article 2*

This Regulation shall enter into force on the seventh day following that of its publication in the *Official Journal of the European Union*.

It shall apply from 16 October 2006.

This Regulation shall be binding in its entirety and directly applicable in all Member States.

Done at Brussels, 6 September 2006.

*For the Commission*  
Mariann FISCHER BOEL  
*Member of the Commission*

<sup>(1)</sup> OJ L 209, 11.8.2005, p. 1. Regulation as amended by Regulation (EC) No 320/2006 (OJ L 58, 28.2.2006, p. 42).

<sup>(2)</sup> OJ L 295, 16.11.1999, p. 1. Regulation as last amended by Regulation (EC) No 1359/2005 (OJ L 214, 19.8.2005, p. 11).

<sup>(3)</sup> OJ L 171, 23.6.2006, p. 90.



























2006	2007	AJ	F100	F101	F102	F103	F103B	F105	F105A	F105B	F106	F106A	F106B	F107	F108	F109	F110	F200	F201	F202A	F202B	F202C	F205	F207	F211	F212	F213	F214	F217	F218	F220	F221	F222B	F222C	F300	F300B		
05021303	05021303	2126	X	X		X					X			X	X	X		X	X	X	X	X	X	X									X	X				
05021304	05021304	2101	X	X		X					X			X	X	X		X	X	X	X	X	X											X	X			
05021399	05021399	2127	X	X				X	X		X			X	X	X		X	X	X	X	X	X	X											X	X		
05021399	05021399	2129	X	X	X						X			X	X	X		X	X	X	X	X	X	X											X	X		
05021399	05021399	2190	X	X	X						X			X	X	X		X	X	X	X	X	X	X											X	X		
05021401	05021401	2210	X	X	X	X					X			X	X	X		X	X	X	X	X	X	X											X	X		
05021499	05021499	2290	X	X	X						X			X	X	X		X	X	X	X	X	X	X											X	X		
05021501	05021501	2300	X	X		X					X			X	X	X		X	X	X	X	X	X	X											X	X		
05021502	05021502	2301	X	X	X	X					X			X	X	X		X	X	X	X	X	X	X											X	X		
05021503	05021503	2302	X	X	X						X			X	X	X		X	X	X	X	X	X	X											X	X		
05021504	05021504	2310	X	X	X	X					X			X	X	X		X	X	X	X	X	X	X											X	X		
05021505	05021505	2311	X	X	X	X					X			X	X	X		X	X	X	X	X	X	X											X	X		
05021506	05021506	2320	X	X	X						X			X	X	X		X	X	X	X	X	X	X											X	X		
05021507	05021507	0000	X	X	X						X			X	X	X		X	X	X	X	X	X	X											X	X		
05021599	05021599	2390	X	X	X						X			X	X	X		X	X	X	X	X	X	X														
	05021600	0000	A	A	A	A		A			A			A	A	A		A	A	A	A	A	A	A											A	A		
	68000000	0000	A	A	A						A			A	A	A		A	A	A	A	A	A	A														
05029900	67020000	0000	X	X	X				D		X			X	X	X		X	X	X	X	X	X	X														
05029900	05029900	0000																																				
<del>05029900</del>		<del>3090</del>	*	*	*						*			*	*	*		*	*	*	*	*	*	*														
<del>05029900</del>		<del>3090</del>	*	*	*						*			*	*	*		*	*	*	*	*	*	*														
05030101	05030101	0000	X	X	X	X		X	X	X	X			X	X	X		X	X	X	X	X	X	X											X	X		
05030102	05030102	0000	X	X	X	X		X	X	A	X			X	X	X		X	X	X	X	X	X	X											X	X		
05030201	05030201	0000	X	X	X	X		X	X	X	X			X	X	X		X	X	X	X	X	X	X											X	X		
05030201	05030201	1040	X	X	X	X		X	X	X	X			X	X	X		X	X	X	X	X	X	X											X	X		
05030201	05030201	1041	X	X	X	X		X	X	X	X			X	X	X		X	X	X	X	X	X	X											X	X		
05030201	05030201	1042	X	X	X	X		X	X	X	X			X	X	X		X	X	X	X	X	X	X											X	X		
05030201	05030201	1043	X	X	X	X		X	X	X	X			X	X	X		X	X	X	X	X	X	X											X	X		
05030201	05030201	1044	X	X	X	X		X	X	X	X			X	X	X		X	X	X	X	X	X	X											X	X		
05030201	05030201	1047	X	X	X	X		X	X	X	X			X	X	X		X	X	X	X	X	X	X											X	X		













2006	2007	AJ	F100	F101	F102	F103	F103B	F105	F105A	F105B	F106	F106A	F106B	F107	F108	F109	F110	F200	F201	F202A	F202B	F202C	F205	F207	F211	F212	F213	F214	F217	F218	F220	F221	F222B	F222C	F300	F300B		
05030218	05030218	0000	X	X		X		X	X	X	X			X	X	X		X	X	X	X	X	X	X									X	X				
05030218	05030218	1021	X	X		X		X	X	X	X			X	X	X	X	X	X	X	X	X	X	X											X	X		
05030219	05030219	1858	X	X		X		X	X	X	X			X	X	X	X	X	X	X	X	X	X	X												X	X	
05030220	05030299	1310	X	X		X		X	X	X	X			X	X	X	X	X	X	X	X	X	X	X												X	X	
05030221	05030221	1210	X	X		X		X	X	X	X			X	X	X	X	X	X	X	X	X	X	X												X	X	
05030221	05020605	1211	X	X		X		X	X	D	X			X	X	X	X	X	X	X	X	X	X	X												X	X	
05030222	05030222	1710	X	X		X		X	X	X	X			X	X	X	X	X	X	X	X	X	X	X												X	X	
05030222	05021199	1710	X	X		X		D	D	D	X			X	X	X	X	X	X	X	X	X	X	X												D	D	
05030223	05030223	1810	X	X		X		X	X	X	X			X	X	X	X	X	X	X	X	X	X	X												X	X	
05030224	05030224	0000	X	X		X		X	X	X	X			X	X	X	X	X	X	X	X	X	X	X												X	X	
05030225	05030225	0000	X	X		X		X	X	X	X			X	X	X	X	X	X	X	X	X	X	X												X	X	
05030226	05030226	0000	X	X		X		X	X	X	X			X	X	X	X	X	X	X	X	X	X	X												X	X	
05030227	05030227	0000	X	X		X		X	X	X	X			X	X	X	X	X	X	X	X	X	X	X												X	X	
05030228	05030228	1420	X	X		X		X	X	X	X			X	X	X	X	X	X	X	X	X	X	X												X	X	
05030229	05030229	1513	X	X		X		X	X	X	X			X	X	X	X	X	X	X	X	X	X	X												X	X	
05030230	05030230	1508	X	X		X		X	X	X	X			X	X	X	X	X	X	X	X	X	X	X												X	X	
05030231	05030250	3201	X	X		X		X	X	X	X			X	X	X	X	X	X	X	X	X	X	X												X	X	
05030231	05030250	3211	X	X		X		X	X	X	X			X	X	X	X	X	X	X	X	X	X	X												X	X	
05030231	05030250	3221	X	X		X		X	X	X	X			X	X	X	X	X	X	X	X	X	X	X												X	X	
05030232	05030251	0000	X	X		X		X	X	X	X			X	X	X	X	X	X	X	X	X	X	X												X	X	
05030233	05030251	0000	X	X		X		X	X	X	X			X	X	X	X	X	X	X	X	X	X	X												X	X	
05030234	05030251	0000	X	X		X		X	X	X	X			X	X	X	X	X	X	X	X	X	X	X												X	X	
05030235	05030251	3201	X	X		X		X	X	X	X			X	X	X	X	X	X	X	X	X	X	X												X	X	
05030235	05030251	3211	X	X		X		X	X	X	X			X	X	X	X	X	X	X	X	X	X	X												X	X	
05030235	05030251	3221	X	X		X		X	X	X	X			X	X	X	X	X	X	X	X	X	X	X												X	X	
05030235	05030252	3231	X	X		X		X	X	X	X			X	X	X	X	X	X	X	X	X	X	X												X	X	
05030236	05030236	0000	X	X		X		X	X	X	X			X	X	X	X	X	X	X	X	X	X	X												X	X	
<del>05030237</del>	05030299	<del>0000</del>	X	X		X		X	X	X	X			X	X	X	X	X	X	X	X	X	X	X											X	X		
	05030238	0000	A	A		A		A	A	A	A			A	A	A	A	A	A	A	A	A	A	A											A	A		
	05030239	0000	A	A		A		A	A	A	A			A	A	A	A	A	A	A	A	A	A	A											A	A		



















## ANNEX II

**Technical specifications for the transfer of computer files to the EAGGF from 16 October 2006**

## INTRODUCTION

These technical specifications apply in respect of the financial year 2006, which commenced on 16 October 2005.

**1. Transfer medium**

The coordinating body of the Member State must transfer the computer files and the relating documentation to the Commission through STATEL/STADIUM. The Commission will only support one installation of STATEL/STADIUM per Member State. The latest STADIUM client and more information on the use of STATEL/STADIUM shall be downloaded from the CIRCA web-site of the agricultural funds.

**2. Computer file structure**

- 2.1. The Member State must create a computer record for each individual component of the EAGGF payments and receipts. These components are the individual items of which the payment (receipt) to (from) the beneficiary consists.
- 2.2. The records must have a flat file structure. If fields have more than one value, separate records containing all data fields are required. Make sure that no double counting occurs (!).
- 2.3. All information for the same category of payments or receipts must be contained in the same computer file. Separate files relating to the same payments (e.g. for traders or inspections, or for basic and measure data) are not allowed.
- 2.4. The computer files must have the following characteristics:
  - (1) The first record in the file (header row) contains the file description. The field names comprise an 'F' followed by the field number used in Annex I (the 'X-table'). Only field names existing in this Annex are allowed.
  - (2) The following records in the file are data (data rows), in the order indicated by the first record describing the file structure.
  - (3) The fields are separated by a semicolon (;). The header row and data rows shall all contain the same number of semicolons. In the data rows, empty fields appear as a double semicolon (;;) within the record, or as a single semicolon (;) at the end of the record.
  - (4) Records vary in length. Each record ends with a code 'CR LF' or 'Carriage Return – Line Feed' (in hexadecimal: '0D 0A'). The header row never ends on a ';'. Data rows only end on a ';' if the last field is empty.
  - (5) The file is in ASCII coding according to following table. Other codes (such as EBCDIC, TAR, ZIP, etc.) are not accepted:

code	Member State
ISO 8859-1	BE, DK, DE, ES, FR, IE, IT, LU, NL, AT, PT, FI, SE and GB
ISO 8859-2	CZ, HU, PL, SI and SK
ISO 8859-3	MT
ISO 8859-7	GR and CY
ISO 8859-13	EE, LV and LT

(!) Note: You should first read the preliminary remark concerning 'quantities' in Chapter 5 of Annex III.

- (6) Numeric fields:
- (a) Decimal separator: '.'
- (b) The symbol ('+' or '-') appears on the far left, followed immediately by the figures. For positive numbers, the '+' sign is optional.
- (c) Fixed number of decimals (the details are set out in the Annex III hereto).
- (d) No spaces between digits. No spaces or other signs between thousands.
- (7) Date field: 'YYYYMMDD' (year in four digits, month in two digits, day in two digits).
- (8) Budget code (field F109) required format without spaces: '99999999999999' (where '9' stands for any figure between 0 and 9).
- (9) Quotation marks ( ' ') are not allowed at the beginning or at the end of the records. The semicolon field separator ';' must not be used in data in text format.
- (10) All fields: no spaces at the beginning or end of a field.
- (11) Files satisfying these rules will look like the following (example for financial year 2004):

```
F100;F101;F106;F107;F108;F109
BE01;154678;+152.50;EUR;20030715;050201011000001
BE01;024578;-1000.00;EUR;20030905;050208031502002
BE01;154985;9999.20;EUR;20030101;050205011100001
BE01;100078;+152.75;EUR;20030331;050208091515002
BE01;215452;+0.50;EUR;20030615;050201011000002 (Please note +0.50 and not +.50)
BE01;123456;21550.15;EUR;20030101;050805013810001
```

etc.

(other data rows with the fields in the same order).

- 2.5. Data files with the characteristics as described under 2.4 shall be sent with consignment type 'X-TABLE-DATA' (see 'STADIUM client').
- 2.6. The computer program for checking the format of computer files before sending them to the Commission ('WinCheckCsv') is included in the data transfer program ('STADIUM client'). The paying agencies are invited to download the check program from CIRCA separately for offline validation purposes.

### 3. Documentation

In the following cases only, the coordinating body of the Member State must transfer an explanatory note for each paying agency through STATEL/STADIUM:

- (1) In the case where there are differences between the annual declaration<sup>(1)</sup>, as part of the annual financial clearance procedure (not Table 104), and the sum of the records in the computer files (Σ F106), in order to explain them by budget sub-item. The STADIUM client includes a specific consignment type for this transfer i.e. 'EXPLANATORY-NOTE'.

<sup>(1)</sup> Annual declaration: data sent through STATEL/STADIUM using consignment type 'ANNUAL\_DECLARATION'.

- (2) In the case where there are codes used for fields, for which Annex III does not enforce standard codes, in order to explain all these used codes. The STADIUM client includes a specific consignment type for this kind of tabular transfer i.e. 'CODE-LIST'.

The explanatory note shall have the look and feel of an ordinary letter. In particular the identity of the sender or the identity of the paying agency and the name or administrative unit of the addressee shall be clearly marked.

#### 4. Data transfer

The coordinating body must send the computer files completely and only once.

If the coordinating body notices that false data were transmitted or a problem occurred with the data transfer, the Commission has to be informed immediately. All files, which contain incorrect information, are to be indicated. Therefore, the Commission is to be asked to delete these files. Thereafter, in order to avoid an overlapping of computer records or data files, the coordinating body must send the corrected computer files to replace entirely the previous incorrect information.

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ANNEX III  
 'AIDE-MÉMOIRE'  
 Financial year 2007

TABLE OF CONTENTS

		<i>Page</i>
1.	DATA RELATING TO PAYMENTS .....	37
	F100: name of paying agency .....	37
	F101: reference number of payment .....	37
	F102: reference number of previous payment .....	37
	F103: type of payment .....	37
	F105: payment with sanction .....	37
	F105A: reduction pursuant to Articles 3 and 4 of Council Regulation (EC) No 1259/1999 ...	38
	F105B: Cross-Compliance: reduction or exclusion from payments pursuant to Article 6 of Council Regulation (EC) No 1782/2003 .....	38
	F106: amount in EURO .....	38
	F106A: public expenditure in EURO .....	38
	F106B: private sector contribution in EURO .....	38
	F107: currency unit .....	38
	F108: date of payment .....	39
	F109: budget code .....	39
	F110: marketing year or period .....	39
2.	DATA RELATING TO BENEFICIARY (APPLICANT): .....	39
	F200: identification code .....	39
	F201: name .....	39
	F202A: applicant's address (street and number) .....	39
	F202B: applicant's address (international post code) .....	39
	F202C: applicant's address (municipality or city) .....	39
	F205: holding in less-favoured region (where applicable) .....	39
	F207: region and sub-region .....	39
	F211: delivery reference quantity .....	39
	F212: direct sales reference quantity .....	39
	F213: reference fat content .....	40
	F214: purchaser of milk .....	40
	F217: date of entry private storage .....	40
	F218: end date of private storage .....	40



	<i>Page</i>
F220: identification code of the intermediate organisation .....	40
F221: name of the intermediate organisation .....	40
F222B: organisation's address (international post code) .....	40
F222C: organisation's address (municipality or city) .....	40
3. DATA RELATING TO DECLARATION/APPLICATION: .....	40
F300: number of declaration/application .....	40
F300B: date of application .....	40
F301: number of contract project (where applicable) .....	40
F304: authorising office .....	40
F305: number of certificate/licence .....	40
F306: date of issue of the certificate/licence .....	40
F307: office holding supporting documents .....	41
4. DATA RELATING TO SECURITY: .....	41
F402: amount of processing security (others than tender securities) .....	41
5. DATA RELATING TO PRODUCTS: .....	41
F500: product code/rural development sub-measure code .....	41
F502: quantity paid (number of animals, hectares, etc.) .....	43
F503: quantity covered by payment application lodged (quantity claimed) .....	43
F507: yield .....	43
F508A: area covered by payment application lodged .....	43
F508B: area covered by payment made .....	43
F509A: area wrongly declared .....	43
F510: Community regulation and article number .....	43
F511: EAGF rate of aid (€) per unit of measurement .....	43
F515: gross deliveries .....	43
F517: actual fat content .....	44
F518: adjusted deliveries .....	44
F519: direct sales .....	44
F519B: deliveries after administrative corrections (if any) .....	44

	<i>Page</i>
F519C: direct sales after administrative corrections (if any) .....	44
F520: quantities delivered over or under quotas .....	44
F521: direct sales over or under quotas .....	44
F522: additional levy due .....	44
F523: interest due for late payment .....	44
F531: total alcoholic strength by volume .....	45
F532: natural alcoholic strength by volume .....	45
F533: wine growing zone .....	45
6. DATA RELATING TO INSPECTIONS: .....	45
F600: on-farm inspection or remote sensing .....	45
F601: date of inspection .....	45
F602: application reduced .....	45
F602B: recalculation of additional levy payable .....	45
F603: reason for reduction .....	46
F604: Council Regulation (EEC) No 386/90 (on-the-spot checks) .....	46
F604B: Council Regulation (EEC) No 386/90 (substitution checks) .....	46
7. (NOT USED) .....	46
8. ADDITIONAL DATA RELATING TO EXPORT REFUNDS: .....	46
F800: net weight .....	46
F800B: unit of measurement for field F800 .....	46
F801: application number (export refunds: SAD) .....	47
F802: customs office of placing under customs supervision .....	47
F802B: customs office of exit .....	47
F804: export refund code .....	47
F805: code for destination .....	47
F808: date of advance fixing .....	47
F809: last day of validity (advance fixing) .....	48
F812: reference of the invitation to tender if applicable (advance fixing) .....	48
F814: day of acceptance of payment declaration (COM-7) .....	48
F816: date of acceptance of export declaration .....	48
F816B: date of export from the EU territory .....	48
9. (NOT USED) .....	48

**General remark: significance of the X, A and D codes used in Annex I:**

All the information marked 'X' or 'A' is obligatory.

'X' = data element already included in the previous version of this Regulation.

'A' = data element to be added compared to the previous version of this Regulation.

'D' = data element to be deleted compared to the previous version of this Regulation.

Where a data request makes no sense under particular circumstances or is not applicable for the Member States concerned, then put NULL value, which shall be represented by two consecutive semicolons (;;) in the CSV format data file.

## 1. DATA RELATING TO PAYMENTS:

Preliminary remark: In this section, the term 'payment' refers to both the EAGF and EAFRD payments and the receipts.

**F100: name of paying agency**

*Required format:* to be expressed by a code (see the code list F100 kept up-to-date on CAP-ED):

<https://awai.ccc.eu.int/>

**F101: reference number of payment**

The reference number identifying the payment clearly in the paying agency's accounts. Removals relating to food aid shall not be considered as sales of intervention products. In this particular case field F101 can be ignored.

**F102: reference number of previous payment**

The reference number identifying the payment clearly in the paying agency's accounts, for instance as an advance or an amount recovered.

**F103: type of payment**

*Required format:* to be expressed by a one-character code corresponding to the following code list:

Code	Significance
0	Food Aid
1	Advance or partial payment
2	Final payment (first and single payment; or settlement of the balance after advance payment; or normal export refund payment)
3	Recovery/reimbursement (following a sanction)/correction
4	Receipt of amounts (not preceded by an advance or final payment)
5	Pre-financing payment export refund
6	No financial transaction

**F105: payment with sanction**

*Required format:* yes = 'Y'; no = 'N'.

**F105A: reduction pursuant to Articles 3 and 4 of Council Regulation (EC) No 1259/1999**

The field F105A of the X-table must be used to indicate the amounts retained (negative amounts) on the basis of Articles 3 and 4 of Council Regulation (EC) No 1259/1999 <sup>(1)</sup>. Field F105A must be used for each budget post where a retention has been made.

There is no specific budget post on which to declare payments made using the amounts retained on the basis of Articles 3 and 4 of Council Regulation (EC) No 1259/1999. These payments shall therefore be indicated in field F105A of the corresponding budget posts (050401054030, 050401064040, 050401084050 and 050401114070). They appear as positive amounts indicating that the expenditure is financed via penalties for non-respect of environmental protection regimes or the system of modulation.

In the domain of direct aids on the other hand, F105A will appear as a negative amount indicating a reduction.

*Required format:* +99...99.99 or -99...99.99, where 9 stands for any number from 0 to 9 inclusive.

**F105B: Cross-Compliance: reduction or exclusion from payments pursuant to Article 6 of Council Regulation (EC) No 1782/2003**

The field F105B must be used to indicate the amount reduced or excluded on the basis of Article 6 of Council Regulation (EC) No 1782/2003 <sup>(2)</sup>. This (negative) amount resulting from cross-compliance shall be indicated for each budget post under direct aids. It concerns the 100 % reduction to the farmer i.e. without the 25 % retention provided for in Article 9 of Council Regulation (EC) No 1782/2003.

*Required format:* +99...99.99 or -99...99.99, where 9 stands for any number from 0 to 9 inclusive.

**F106: amount in EURO**

Amount of each individual item of payment in EURO <sup>(3)</sup>.

The amounts in field F106 relate to the EAGF and EAFRD expenditure only. National expenditure shall not appear under this heading.

For EAGF, the sum of these amounts (F106) by budget code (F109) shall in principle correspond with the amounts declared in table 104.

*Required format:* +99...99.99 or -99...99.99, where 9 stands for a digit from 0 to 9.

**F106A: public expenditure in EURO**

Amount of any public contribution to the financing of operations whose origin is the budget of the State, of regional and local authorities, of the European Communities and any similar expenditure.

The sum of these amounts (F106A) by budget code (F109) shall in principle correspond with the certified public expenditure declared in the EAFRD table.

*Required format:* +99...99.99 or -99...99.99, where 9 stands for any number from 0 to 9.

**F106B: private sector contribution in EURO**

Amount of private sector expenditure in EURO when such a contribution is foreseen for the measure.

*Required format:* +99...99.99 or -99...99.99, where 9 stands for any number from 0 to 9.

**F107: currency unit**

*Required format:* EUR <sup>(3)</sup>

<sup>(1)</sup> OJ L 160, 26.6.1999, p. 113. Regulation as last amended by Commission Regulation (EC) No 41/2004 (OJ L 6, 10.1.2004, p. 19).

<sup>(2)</sup> OJ L 270, 21.10.2003, p. 1. Regulation as last amended by Commission Regulation (EC) No 1156/2006 (OJ L 208, 29.7.2006, p. 3).

<sup>(3)</sup> Except for EAGF expenditure and revenue in the case where Member States opt for the exception providing data in national currency according to Article 2, paragraph 2 of Commission Regulation (EC) No 883/2006 of 21 June 2006 (OJ L 171, 23.6.2006, p. 1) laying down detailed rules for the application of Council Regulation (EC) No 1290/2005 as regards the keeping of accounts by the paying agencies, declarations of expenditure and revenue and the conditions for reimbursing expenditure under the EAGF and the EAFRD. Where the declaration of expenditure or revenue is expressed in the national currency in table 104, the expenditure or revenue must also be supplied in the national currency in the X-tables.

**F108: date of payment**

The date determining the month of declaration to the EAGF/EAFRD.

*Required format:* 'YYYYMMDD' (year in four digits, month in two digits, day in two digits).

**F109: budget code**

For EAGF, the full code of the Activity Based Budgeting structure must be given, including the title, chapter, Article, item and sub-item.

For EAFRD budget line 05040501, the budget sub-items must be given according to Annex IV.

*Required ABB-format without spaces:* '99999999999999', where 9 stands for a digit from 0 to 9. Missing positions shall be filled with zeroes (e.g. 05020901160 becomes 050209011600000).

**F110: marketing year or period**

For intervention products the Commission needs to know the marketing year to which the product corresponds or the quota period it is to be set off against.

## 2. DATA RELATING TO BENEFICIARY (APPLICANT):

Preliminary remark: The fields F200, F201, F202A, F202B and F202C must be used to identify the beneficiary of a payment i.e. the final beneficiary. The fields F220, F221, F222B and F222C must additionally be used if a payment is made to the beneficiary through an intermediate organisation. If the intermediate organisation is also the final beneficiary the same data have to be filled in the fields F220, F221, F222B and F222C as indicated in the fields F200, F201, F202A, F202B and F202C.

The field F207 is only related to the field F200.

**F200: identification code**

The individual unique identifier allocated to applicants at Member State level.

**F201: name**

The applicant's last name and first name, or the business name.

**F202A: applicant's address (street and number)****F202B: applicant's address (international post code)****F202C: applicant's address (municipality or city)****F205: holding in less-favoured region (where applicable)**

In the case of support in a less-favoured area, this must be indicated here.

*Required format:* yes = 'Y'; no = 'N'.

**F207: region and sub-region**

Region and sub-region code (NUTS 3) is defined by the main activities of the holding of the beneficiary to which the payment is assigned.

The code 'Extra Region' (MSZZZ) should only be indicated in cases e.g. where no NUTS 3 code exists.

*Required format:* NUTS 3 code as specified in the code list F207 on CAP-ED:  
<https://awai.cec.eu.int/>

**F211: delivery reference quantity**

This relates to the milk quota scheme.

*Required format:* +99...99.999 or -99...99.999, where 9 stands for a digit from 0 to 9.

**F212: direct sales reference quantity**

This relates to the milk quota scheme.

*Required format:* +99...99.999 or -99...99.999, where 9 stands for a digit from 0 to 9.

**F213: reference fat content**

This relates to the milk quota scheme.

*Required format:* 9...9.99, where 9 stands for a digit from 0 to 9.

**F214: purchaser of milk**

In accordance with Article 5(e) of Council Regulation (EC) No 1788/2003 <sup>(4)</sup>. This relates to the milk quota scheme.

**F217: date of entry private storage**

*Required format:* 'YYYYMMDD' (year in four digits, month in two digits, day in two digits).

**F218: end date of private storage**

*Required format:* 'YYYYMMDD' (year in four digits, month in two digits, day in two digits).

**F220: identification code of the intermediate organisation**

The individual unique identifier allocated to intermediate organisations at Member State level.

The payment is made to the beneficiary via the intermediate organisation i.e. via each intermediate institution or directly to this organisation.

For EAGF rural development expenditure, this will be basically limited to measures where interest rate subsidies are paid out via intermediate organisations.

**F221: name of the intermediate organisation**

The organisation's name.

**F222B: organisation's address (international post code)****F222C: organisation's address (municipality or city)****3. DATA RELATING TO DECLARATION/APPLICATION:****F300: number of declaration/application**

This must enable the declaration/application to be traced through the Member States' files.

**F300B: date of application**

The date of receipt of the application by the paying agency (including any divisional or regional offices thereof).

*Required format:* 'YYYYMMDD' (year in four digits, month in two digits, day in two digits).

**F301: number of contract/project (where applicable)**

For EAFRD measures and programmes, a unique identification number must be allocated to each project.

**F304: authorising office**

This is the office responsible for administrative control and authorisation, e.g. the region. The more decentralised the management of the scheme is, the more important this information becomes.

**F305: number of certificate/licence****F306: date of issue of the certificate/licence**

*Required format:* 'YYYYMMDD' (year in four digits, month in two digits, day in two digits).

<sup>(4)</sup> OJ L 270, 21.10.2003, p. 123.

**F307: office holding supporting documents**

Only where this is not the same as that specified in field F304.

## 4. DATA RELATING TO SECURITY:

**F402: amount of processing security (others than tender securities)**

Required format: +99...99.99 or -99...99.99, where 9 stands for a digit from 0 to 9.

## 5. DATA RELATING TO PRODUCTS:

*Preliminary remark concerning quantities:* as a basic rule, quantities, areas and numbers of animals must only be shown once. In the case of an advance payment followed by a balance payment, the quantity must be shown in the record of the advance payment. Adjustments to quantities, areas and numbers of animals must be shown in the records covering the balance or subsequent payments. In the case of sums recovered, if the amount applied for is reduced because of incorrect quantities, areas or numbers of animals, the adjustments to the quantities must be indicated by a minus sign.

**F500: product code/rural development sub-measure code**

The Member States must draw up their own lists of codes, to be detailed in the explanatory note to the payment file(s).

In the case of EAGF rural development measures, indicate where applicable a code per sub-measure implemented (e.g. type of agri-environmental measure).

For the budget line for EAGF rural development expenditure in the new Member States (budget post 050404000000) a one-character or two-character code corresponding to the following list must be expressed:

Code	Significance
A	Investment in farms
B	Start-up assistance for young farmers
C	Training
D	Early retirement
E	Less-favoured areas and areas with environmental restrictions
F	Agri-environment and animal welfare
G	Improving the processing and marketing of agricultural products
H	Afforestation of agricultural land
I	Other forestry measures
J	Land improvement
K	Reparcelling
L	Setting-up farm relief and farm management services, setting-up consulting services in farms and agricultural vulgarisation
M	Marketing of quality agricultural products
N	Basic services for the rural economy and population
O	Renovation and development of villages and protection and conservation of the rural heritage

Code	Significance
P	Diversifying agricultural activities and activities close to agriculture to provide multiple activities or alternative sources of income
Q	Managing agricultural water resources
R	Developing and improving infrastructure connected with the development of agriculture
S	Encouraging tourist and craft activities
T	Protecting the environment in connection with agriculture, forestry and landscape management and improving animal welfare
U	Restoring agricultural production potential damaged by natural disasters and introducing appropriate prevention instruments
V	Financial engineering
X	Respect of standards
Y	Recourse of consulting services regarding respect of standards
Z	Voluntary participation of farmers in food quality systems
AA	Measures of producer groups in the area of food quality
AB	Semi-subsistence farms in the restructuring process
AC	Producer groups
AD	Technical assistance
AE	Complements to direct payments
AF	Complements to State aid in Malta
AG	Full-time farmers in Malta
SA	Financing of Sapard projects

In the case of the restructuring and conversion of vineyard (budget post 050209071650) measures codes must be expressed. These codes refer to the definitions of the measures defined by the competent authorities of the Member States in accordance with Article 13(2)(a) of Commission Regulation (EC) No 1227/2000 <sup>(5)</sup>.

In the case of export refunds: F500 is only required if F804 contains ingredients for which export refund is fixed. Then in F500, the code of the goods (in principle the CN code declared in box 33 of the SAD; 8 digits) must be indicated for non-annex 1 goods, or the product code for the final processed agricultural products.

For the small farmer scheme the following code list should be employed:

Code	Where the flat rate payment contains:
A	an area aid element
B	an animal premium element
C	both an animal premium and area aid element

<sup>(5)</sup> OJ L 143, 16.6.2000, p. 1. Regulation as last amended by Regulation (EC) No 1216/2005 (OJ L 199, 29.7.2005, p. 32).



**F502: quantity paid (number of animals, hectares, etc.)**

See preliminary remarks in heading 5 (data relating to products).

For the *wine sector*, the products obtained after distillation shall be expressed by alcoholic strength.

For all other sectors, the quantity paid shall be expressed in the unit which is laid down in the Regulation as the basis for the premium payment.

*Required format:* +99...99.99 or -99...99.99, where 9 stands for a digit from 0 to 9. With a possibility to increase the number of decimals if significant. (max 6).

**F503: quantity covered by payment application lodged (quantity claimed)**

*Required format:* +99...99.99 or -99...99.99, where 9 stands for a digit from 0 to 9. With a possibility to increase the number of decimals if significant. (max 6).

**F507: yield**

Representative yield used to calculate the compensatory payment (under the regionalisation plan in accordance with Article 3 of Council Regulation (EC) No 1251/1999 <sup>(6)</sup>).

*Required format:* 9...9.999, where 9 stands for a digit from 0 to 9.

**F508A: area covered by payment application lodged**

The area covered by the application.

See preliminary remark in heading 5 (data relating to products).

For budget post 050404000000 (Rural Development in the new Member States) this field is required only for the measures E, F and H.

*Required format:* +99...99.99 or -99...99.99, where 9 stands for a digit from 0 to 9.

**F508B: area covered by payment made**

The area on which the payment is made.

For budget post 050404000000 (Rural Development in the new Member States) this field is required only for the measures E, F and H.

*Required format:* +99...99.99 or -99...99.99, where 9 stands for a digit from 0 to 9.

**F509A: area wrongly declared**

The difference between the area declared and that found. Overstatement being the area declared exceeding the area found and reported with a positive figure. Understatement being the area found exceeding the area declared and reported with a negative figure.

*Required format:* +99...99.99 or -99...99.99, where 9 stands for a digit from 0 to 9.

**F510: Community regulation and article number**

In the case of intervention goods, the ad hoc instrument published in the *Official Journal of the European Union* is required.

**F511: EAGF rate of aid (€) per unit of measurement**

Only if there is a change during the marketing year or period.

*Required format:* 9...9.999999, where 9 stands for a digit from 0 to 9.

The use of six decimal places may seem odd but some regulations like Council Regulation (EC) No 660/1999 <sup>(7)</sup> fix the premium with up to five decimals even when using €. To cover all possibilities the number of decimals has been raised to six.

**F515: gross deliveries**

'Gross deliveries' covers all quantities of milk and milk products delivered as defined in Article 5(f) of Council Regulation (EC) No 1788/2003, without any adjustment for the fat content.

*Required format:* +99...99.999 or -99...99.999, where 9 stands for a digit from 0 to 9. With a possibility to increase the number of decimals if significant. (max 6).

<sup>(6)</sup> OJ L 160, 26.6.1999, p. 1. Regulation as last amended by Regulation (EC) No 1782/2003.

<sup>(7)</sup> OJ L 83, 27.3.1999, p. 10.

**F517: actual fat content**

As shown by the laboratory analysis findings, expressed as a percentage rather than in grams or kilograms.

*Required format:* 9...9.99, where 9 stands for a digit from 0 to 9. With a possibility to increase the number of decimals if significant. (max 6).

**F518: adjusted deliveries**

Quantities delivered, adjusted for the fat content in accordance with Article 10(1) of Commission Regulation (EC) No 595/2004 <sup>(8)</sup>.

*Required format:* +99...99.999 or -99...99.999, where 9 stands for a digit from 0 to 9. With a possibility to increase the number of decimals if significant. (max 6).

**F519: direct sales**

Milk and milk equivalent as defined in Article 5(g) of Council Regulation (EC) No 1788/2003.

*Required format:* +99...99.999 or -99...99.999, where 9 stands for a digit from 0 to 9. With a possibility to increase the number of decimals if significant. (max 6).

**F519B: deliveries after administrative corrections (if any)**

Milk sector: 'administrative corrections' means adjustments made by the paying agency to the quantities declared by purchasers. Such changes must always be shown separately from the quantities declared by the purchasers. Corrections may be positive or negative. The net changes must be shown as compared with the situation before the correction. There is no provision for including flat-rate corrections here.

Corrections following on-the-spot checks, required under Article 21 of Commission Regulation (EC) No 595/2004, must be recorded in fields F600 to F603.

*Required format:* +99...99.999 or -99...99.999, where 9 stands for a digit from 0 to 9. With a possibility to increase the number of decimals if significant. (max 6).

**F519C: direct sales after administrative corrections (if any)**

For the definition of administrative corrections, see field F519B.

*Required format:* +99...99.999 or -99...99.999, where 9 stands for a digit from 0 to 9. With a possibility to increase the number of decimals if significant. (max 6).

**F520: quantities delivered over or under quotas**

*Required format:* +99...99.999 or -99...99.999, where 9 stands for a digit from 0 to 9.

**F521: direct sales over or under quotas**

*Required format:* +99...99.999 or -99...99.999, where 9 stands for a digit from 0 to 9. With a possibility to increase the number of decimals if significant. (max 6).

**F522: additional levy due**

For deliveries or direct sales (a distinction is to be made through the budget code (field F109)).

*Required format:* +99...99.99 or -99...99.99, where 9 stands for a digit from 0 to 9.

**F523: interest due for late payment**

For deliveries or direct sales (to be distinguished by means of the budget code in field F109).

*Required format:* +99...99.99 or -99...99.99, where 9 stands for a digit from 0 to 9.

<sup>(8)</sup> OJ L 94, 31.3.2004, p. 22.

**F531: total alcoholic strength by volume**

Expressed in % vol/hl.

*Required format:* 99.99, where 9 stands for a digit from 0 to 9.

**F532: natural alcoholic strength by volume**

Expressed in % vol/hl.

*Required format:* 99.99, where 9 stands for a digit from 0 to 9.

**F533: wine growing zone**

Wine growing zone as defined in Annex III to Council Regulation (EC) No 1493/1999 <sup>(9)</sup>.

*Required format:* to be expressed by one of the following codes: A, B, CIA, CIB, CII, CIII, CIIB.

## 6. DATA RELATING TO INSPECTIONS:

The Commission needs to know the number of inspections carried out and the number of cases where penalties have been applied as a result. Where the premium is withheld or recovered in full, zero payments must be indicated with the date of the decision in F108.

**F600: on-farm inspection or remote sensing**

The 'on-the-spot checks' mentioned here are those referred to in the relevant regulations <sup>(10)</sup>. They include physical visits of the farm (code 'F' or code 'C') and/or checks by remote sensing (code 'T'). Field F601 needs only be completed where an on-farm inspection or control on cross-compliance ('F', or 'C') is indicated in field F600. Fields F602 to F602B need only be completed where an on-the-spot check ('F', 'C', or 'T') is indicated in field F600. In the case of multiple visits concerning the same measure and the same producer only report once. Every record, be it the advance or balance payment or other, that can be related to a particular inspection, shall have the appropriate code (see below) in field F600.

Administrative checks, within the meaning of the above-mentioned regulations (see footnote below), shall not be mentioned in F600. They are not mentioned as such in any field. Nevertheless, the penalties imposed shall be given in F105, whether they originate from an administrative check or on-the-spot check.

*Required format:* 'N' = no inspection, 'F' = on-farm inspection, 'C' = controls on cross-compliance and 'T' = inspection by remote sensing. In case of a combination of on-farm inspection and cross-compliance and/or inspection by remote sensing one of the corresponding codes 'FT', 'CT', 'CF' or 'FTC' must be shown.

**F601: date of inspection**

This field must be completed when an on-farm inspection or control on cross-compliance ('F' or 'C') is indicated in field F600. The date of inspection is not required for remote sensing checks.

*Required format:* 'YYYYMMDD' (year in four digits, month in two digits, day in two digits).

**F602: application reduced**

If the application has been reduced as a result of an inspection, this must be indicated here. This field must be completed when an on-the-spot inspection is indicated in field F600.

*Required format:* yes = 'Y'; no = 'N'.

**F602B: recalculation of additional levy payable**

For instance, after on-the-spot inspections.

*Required format:* +99...99.99 or -99...99.99, where 9 stands for a digit from 0 to 9.

<sup>(9)</sup> OJ L 179, 14.7.1999, p. 1. Regulation as last amended by Regulation (EC) No 2165/2005 (OJ L 345, 28.12.2005, p. 1).

<sup>(10)</sup> Article 69 of Commission Regulation (EC) No 817/2004 (rural development).

Article 25 of Council Regulation (EC) No 1782/2003 (direct support schemes).

Part II, Title III of Commission Regulation (EC) No 796/2004 (direct support schemes).

Article 8 of Commission Regulation (EEC) No 2159/89 (nuts).

Article 8 of Commission Regulation (EC) No 1621/1999 (dried grapes).

**F603: reason for reduction**

Where there is more than one reason indicate the one justifying the highest penalty. This field must be completed when the application has been reduced as a result of an on-the-spot inspection.

For the small farmer scheme the following code list will apply:

Code	Reason
A	Blocked areas not available for farmer's personal use
B	Non-respect of bovine ceiling
C	Non-respect of good agricultural conditions

*Required format:* to be expressed by a code; the codes must be explained in the accompanying letter.

**F604: Council Regulation (EEC) No 386/90<sup>(1)</sup> (on-the-spot checks)**

*Required format:* yes = 'Y'; no = 'N'.

**F604B: Council Regulation (EEC) No 386/90 (substitution checks)**

*Required format:* yes = 'Y'; no = 'N'.

7. (NOT USED)

8. ADDITIONAL DATA RELATING TO EXPORT REFUNDS:

**F800: net weight**

See preliminary remark in heading 5 (data relating to products).

In the case of processed products (non-annex I goods or processed agricultural products): the quantity of the ingredient eligible for funding. If the code of the goods (F500) contains more than one ingredient eligible for funding (F804), then multiple records with corresponding amounts (F106) and quantities (F800) must be created.

*Required format:* +99...99.99 or -99...99.99, where 9 stands for a digit from 0 to 9. With a possibility to increase the number of decimals if significant. (max 6).

**F800B: unit of measurement for field F800**

*Required format:* to be expressed by a one-character code corresponding to the following table:

Code	Meaning
K	Kilogram
L	Litre
P	Piece (item)

<sup>(1)</sup> OJ L 42, 16.2.1990, p. 6. Regulation as amended by Regulation (EC) No 163/94 (OJ L 24, 29.1.1994, p. 2).

**F801: application number (export refunds: SAD)****F802: customs office of placing under customs supervision**

The Member States must use the Transit Customs Office List (COL <sup>(12)</sup>). This is the list of authorised customs offices for Community/common transit operations. It may be that due to its objective of 'transit operations' some of the customs offices might be missing although this will be the exception. In that case the Member State shall provide the name of the customs office in full.

*Required format:* The format of the COL code consists of two positions to denote the country followed by a six-character code that define the customs office. For instance 'EE1000EE'.

**F802B: customs office of exit**

Indicate the customs office, which certifies that products covered by refund applications have left the customs territory of the Community. The Member States must use the Transit Customs Office List (COL <sup>(12)</sup>). This is the list of authorised customs offices for Community/common transit operations. It may be that due to its objective of 'transit operations' some of the customs offices might be missing although this will be the exception. In that case the Member State shall provide the name of the customs office in full.

This information is vital for the auditors in connection with the application of Council Regulation (EEC) No 386/90 concerning substitution checks. The information is available in T5 or equivalent documents.

*Required format:* The format of the COL code consists of two positions to denote the country followed by a six-character code that define the customs office. For instance 'NL146123'.

**F804: export refund code**

In the case of non-processed agricultural products: The 12 digit product code, for which export refund is fixed.

In cases of processed products (non-annex I goods or processed agricultural products): the CN code(s) of the ingredient(s) for which export refund is fixed. In this case, F500 must be completed with the code of the final product. See also the explanatory note to F800 for the procedure to follow where more than one ingredient of a processed product is eligible for refund.

**F805: code for destination**

*Required format:* 'XX', where X stands for a letter between A and Z (codes of the nomenclature of countries and territories for the external trade statistics of the Community. See Commission Regulation (EC) No 2020/2001 <sup>(13)</sup> of 15 October 2001 and subsequent updates).

In view of harmonisation, the Member States shall also use the miscellaneous category (codes Q\*) of the nomenclature of countries and territories for the external trade statistics. It is known that that nomenclature does not cover all special export refund cases but the Commission does not require that kind of detail. Member States shall therefore convert their special national codes to the broader categories of the nomenclature of countries and territories for the external trade statistics before sending their data to the Commission.

**F808: date of advance fixing**

If fixed in advance, the date on which the rate of refund was set.

*Required format:* 'YYYYMMDD' (year in four digits, month in two digits, day in two digits).

<sup>(12)</sup> [http://europa.eu.int/comm/taxation\\_customs/dds/en/csrdhome.htm](http://europa.eu.int/comm/taxation_customs/dds/en/csrdhome.htm)

<sup>(13)</sup> OJ L 273, 16.10.2001, p. 6.

**F809: last day of validity (advance fixing)**

*Required format:* 'YYYYMMDD' (year in four digits, month in two digits, day in two digits).

**F812: reference of the invitation to tender if applicable (advance fixing)**

The procedure stipulated in Article 5 of Commission Regulation (EC) No 1501/95 <sup>(14)</sup> or similar procedure for other sectors. The Commission needs the reference of the invitation to tender.

**F814: day of acceptance of payment declaration (COM-7)**

For the beef sector: in the case of pre-financing, complete field F814 only (disregarding fields F816 and F816B); if pre-financing is not involved, complete fields F816 and F816B (disregarding field F814).

*Required format:* 'YYYYMMDD' (year in four digits, month in two digits, day in two digits).

**F816: date of acceptance of export declaration**

Date within the meaning of Article 5 point 1 of Commission Regulation (EC) No 800/1999 <sup>(15)</sup>.

*Required format:* 'YYYYMMDD' (year in four digits, month in two digits, day in two digits).

**F816B: date of export from the EU territory**

Date of export as indicated on the export declaration or on the T5. See also Article 7 point 1 of Commission Regulation (EC) No 800/1999.

*Required format:* 'YYYYMMDD' (year in four digits, month in two digits, day in two digits).

9. (NOT USED)

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<sup>(14)</sup> OJ L 147, 30.6.1995, p. 7. Regulation as last amended by Regulation (EC) No 1278/2006 (OJ L 233, 26.8.2006, p. 6).

<sup>(15)</sup> OJ L 102, 17.4.1999, p. 11. Regulation as last amended by Regulation (EC) No 1263/2006 (OJ L 230, 24.8.2006, p. 6).

## ANNEX IV

**Structure of EAFRD budget codes (F109)**

## INTRODUCTION

For EAFRD, there is only one budget heading defined in the budget nomenclature: '05040501'.

As the budget codes can be up to 15 figures long, the remaining 7 figures can be used for identifying the programs and measures. This will allow reconciliation of the data from the different sources on financial year, paying agency, measure and program level.

## 1. BUDGET CODE STRUCTURE

The budget codes must have the following structure:

- The first 8 figures are constant: '05040501'.
- The following 3 figures indicate the measure, according to the attached list.
- The next 1 digit can have the following values (increasing with increasing co-financing rate:
  - 1 non-convergence region
  - 2 convergence region
  - 3 outermost region
  - 4 voluntary modulation
  - 5 additional contribution
- The last 3 figures indicate the program: figures between '000' and '099' are allowed.

## 2. EXAMPLE

F109 = '050405011132001' means: budget heading '05040501' (EAFRD), measure '113' (early retirement), convergence region (2), program '001'.

## 3. LIST OF THE EAFRD MEASURES

AXIS 1 IMPROVING THE COMPETITIVENESS OF THE AGRICULTURAL AND FORESTRY SECTOR	
Code	Measure
111	Vocational training and information actions
112	Setting up of young farmers
113	Early retirement
114	Use of advisory services
115	Setting up of management, relief and advisory services
121	Modernisation of agricultural holdings
122	Improvement of the economic value of forests
123	Adding value to agricultural and forestry products
124	Cooperation for development of new products, processes and technologies in the agriculture and food sector and the forestry sector
125	Infrastructure related to the development and adaptation of agriculture and forestry
126	Restoring agricultural production potential damaged by natural disasters and introducing appropriate prevention actions
131	Meeting standards based on Community legislation
132	Participation of farmers in food quality schemes
133	Information and promotion activities
141	Semi-subsistence farming
142	Producer groups

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 AXIS 2 IMPROVING THE ENVIRONMENT AND THE COUNTRYSIDE THROUGH LAND MANAGEMENT
 

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Code	Measure
211	Natural handicap payments to farmers in mountain areas
212	Payments to farmers in areas with handicaps, other than mountain areas
213	Natura 2000 payments and payments linked to Directive 2000/60/EC (WFD)
214	Agri-environment payments
215	Animal welfare payments
216	Non-productive investments
221	First afforestation of agricultural land
222	First establishment of agroforestry systems on agricultural land
223	First afforestation of non-agricultural land
224	Natura 2000 payments
225	Forest-environment payments
226	Restoring forestry potential and introducing prevention actions
227	Non-productive investments

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 AXIS 3 IMPROVING THE QUALITY OF LIFE IN RURAL AREAS AND ENCOURAGING DIVERSIFICATION OF ECONOMIC ACTIVITY
 

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Code	Measure
311	Diversification into non-agricultural activities
312	Business creation and development
313	Encouragement of tourism activities
321	Basic services for the economy and rural population
322	Village renewal and development
323	Conservation and upgrading of the rural heritage
331	Training and information
341	Skills acquisition, animation and implementation of local development strategies

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 AXIS 4 LEADER
 

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Code	Measure
411	Implementing local development strategies. Competitiveness
412	Implementing local development strategies. Environment/land management
413	Implementing local development strategies. Quality of life/diversification
421	Implementing cooperation projects
431	Running the local action group, acquiring skills and animating the territory as referred to in article 59

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