



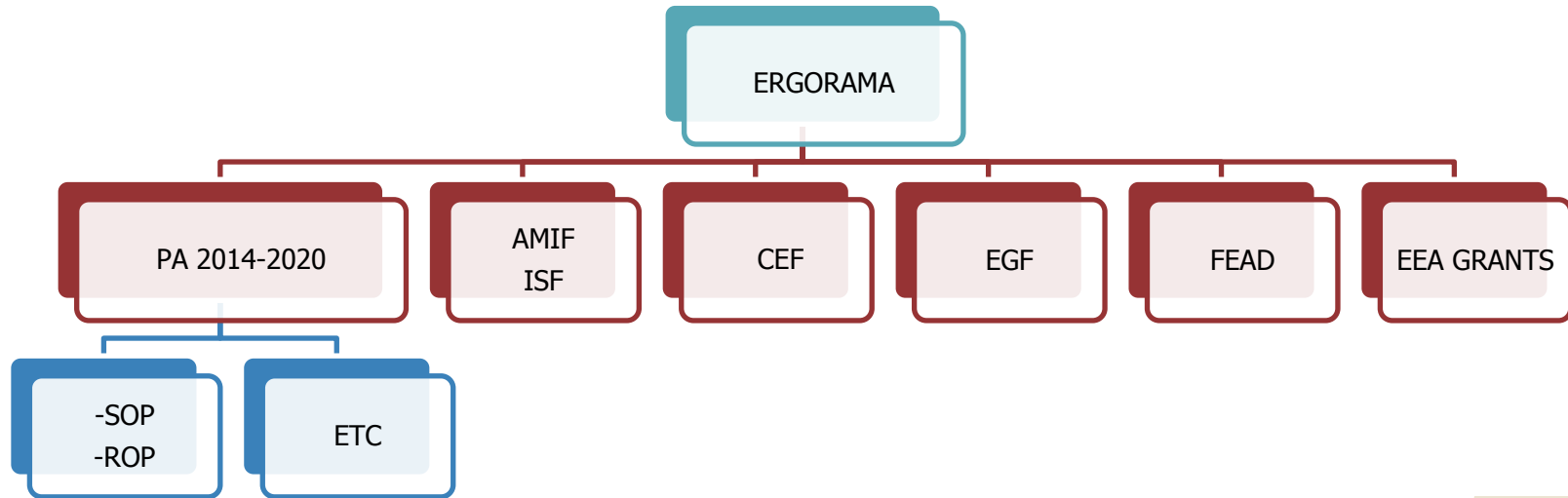
Monitoring Information System

General Description, Completion & Submission of AF & Progress report

Ioanna Kalaitzoglou (ikalaitzoglou@m nec.gr)

SCOPE OF “ERGORAMA”

ERGORAMA is an Information System which records and saves data for projects/acts funded by the following Funds:





Web based System

Multi-channel approach

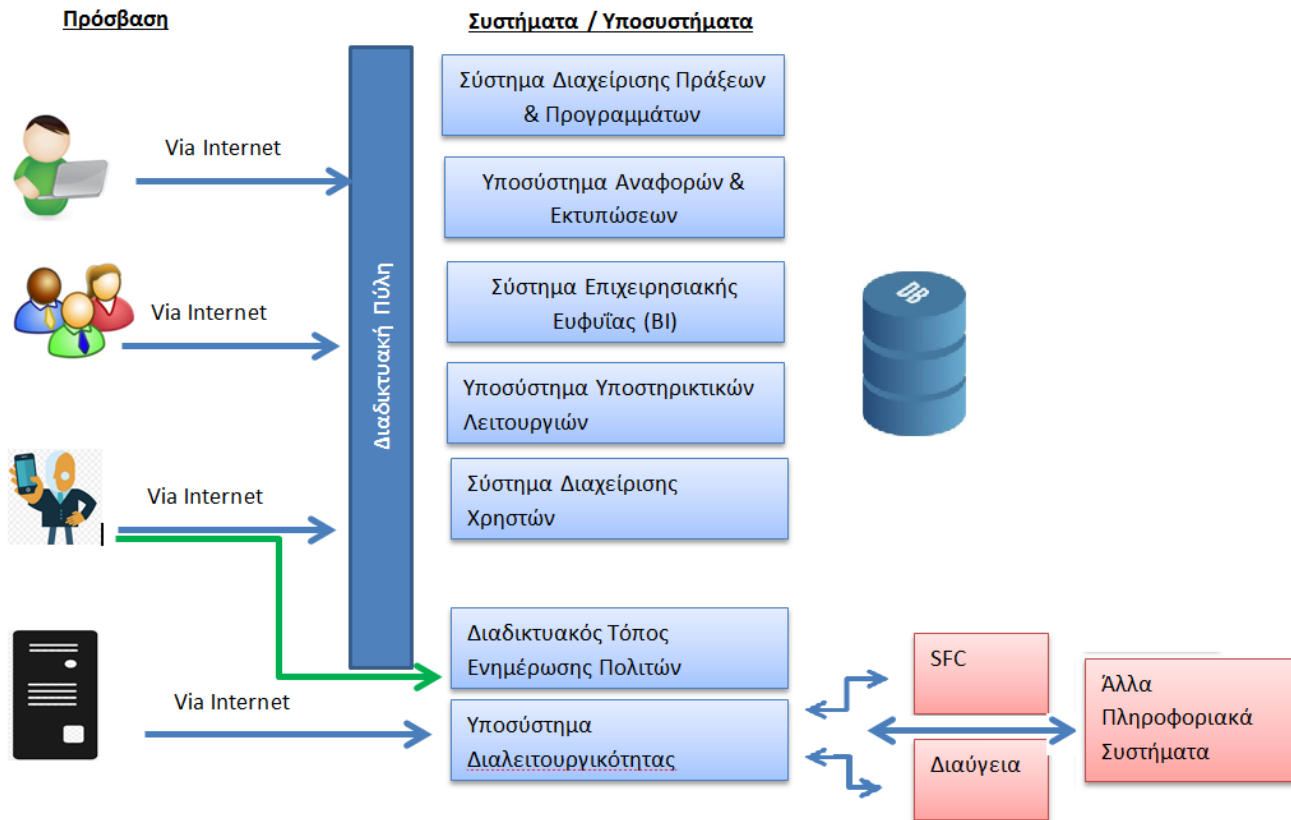
Bilingual environment

Friendly User Interface

More than 9.000 users

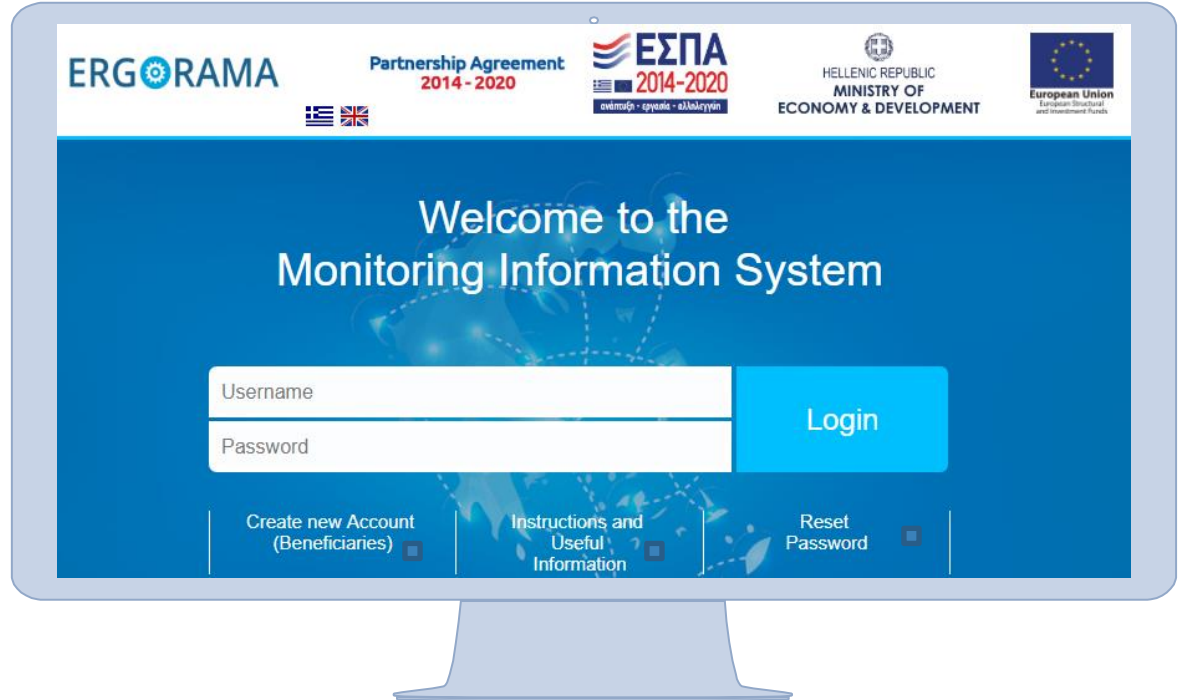
More than 200.000 projects

Architecture:





<https://logon.ops.gr/>





Password Recovery

- Please register your username and mail address *

Username:

Email:

Type the characters in the image: 

 Submit

από: noreply@m nec.gr
Προς: ikalaitzoglou@m nec.gr
από: ΟΠΣ ΕΣΠΑ 2014-2020 - Ενημέρωση επανέκδοσης κωδικού (Μην απαντήσετε σε αυτό το μήνυμα)/ M.I.S. PA 2014-2020 Reset password Notification (do not reply to this email)

Please be informed that in order to reset your password to access PA 2014-2020 M.I.S. application, you need to click on the link below:

http://logon.ops.gr/ops_sec/recover_password/?pwd=WU9QU181OA==/aWthbGFpdHpvZ2xvdUBtbmVjLmdv/1Rr99sBdsOHUj8O13dYQRcj781GXqnJYCa332ef6F6f2IYJF5K

MINISTRY OF ECONOMY AND DEVELOPMENT
Monitoring Information System Office

Reset Password 3

https://logon.ops.gr/ops_sec/recover_password/?pwd=WU9QU181OA==/aWthbGFpdHpvZ2xvdUBtbmVjLmdy/1Rr99sBdsOHUj8O13dYQRcj781GXqnJYCa332ef6F6f2IYJF5K

ERGORAMA



Password Change

Password Policy:

Password creation rules: (1) six characters minimum length (2) of which at least 2 numeric characters (3) "case sensitive" i.e. upper case is different from lowercase for alphabetic characters. Password must not

New Password:

Confirm New Password:

Type the characters in the image:

Password Change

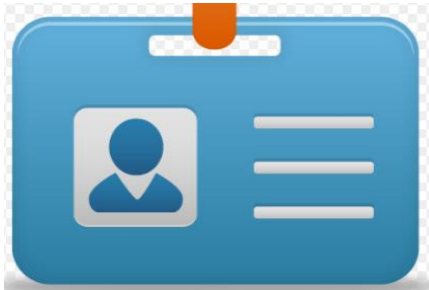
1

User Registration
A. Beneficiary
B. Controller



Registration form (Beneficiary)

1. Register personal data



2. Choose MA of ETC OP



3. Choose Roles





<https://logon.ops.gr/>



New Account Application Form (Beneficiaries)

English ▼ [Help](#)

Select Body Code

Show 10 records

Search:

Submit & Print

| Code | Description | NUTS |
|-------|--|-------|
| 10301 | PPC S.A. | EL11 |
| 10302 | HELLENIC TELECOMMUNICATIONS ORGANIZATION S.A | EL301 |
| 10303 | HELLENIC BROADCASTING CORPORATION S.A. | EL |
| 10307 | ATTIKO METRO S.A. | EL301 |
| 10318 | ERGA OSE SA | EL301 |
| 10322 | ATHENS URBAN TRANSPORT ORGANIZATION | EL301 |
| 10331 | OPERATOR OF ELECTRICITY MARKET S.A. | EL304 |
| 10334 | | |
| 10335 | | |
| 10336 | | |

Show 1 to 10 from 7607 records

First Previous 1 2 3 4 5 ... 761 Next Last

ΕΛΛΗΝΙΚΗ ΔΗΜΟΚΡΑΤΙΑ
 ΥΠΟΥΡΓΕΙΟ ΟΙΚΟΝΟΜΙΑΣ, ΑΝΑΠΤΥΞΗΣ ΚΑΙ ΤΟΥΡΙΣΜΟΥ
 ΓΕΝΙΚΗ ΓΡΑΜΜΑΤΕΙΑ ΔΗΜΟΣΙΩΝ ΕΠΕΝΔΥΣΕΩΝ - ΕΣΠΑ
 ΕΘΝΙΚΗ ΑΡΧΗ ΣΥΝΤΟΜΙΣΜΟΥ

ΕΙΔΙΚΗ ΥΠΗΡΕΣΙΑ Ο.Π.Σ.

| ΚΩΔΙΚΟΣ | ΠΛΗΡΗΣ ΕΠΩΝΥΜΙΑ | ΕΠΩΝΥΜΙΑ ΣΤΑ ΑΓΓΛΙΚΑ | ΓΕΩΓΡΑΦΙΚΟΣ ΠΡΟΣΔΙΟΡΙΣΜΟΣ | | ΝΟΜΙΚΟΣ ΠΡΟΣΔΙΟΡΙΣΜΟΣ | | | | ΑΦΜ | ΣΤΟΙΧΕΙΑ ΕΠ | | | |
|---------|-----------------|----------------------|---------------------------|-----------|-----------------------|-----------|------------------|----------------------|------|-----------------------|------|-----------|------|
| | | | ΔΗΜΟΣ | | ΚΩΔΙΚΟΣ | ΚΑΤΗΓΟΡΙΑ | ΚΕΡΔΟΣΚ ΟΠΙΚΟ ΝΠ | ΕΝΤΟΣ ΔΗΜΟΣΙΟΥ ΤΟΜΕΑ | | Δ/ΝΣΗ (ΟΔΟΣ - ΑΡΙΘ.) | ΠΟΛΗ | ΤΑΧ. ΚΩΔ. | ΤΗΛ. |
| | | | ΚΩΔΙΚΟΣ | ΠΕΡΙΓΡΑΦΗ | | | | | | | | | |
| (1) | (2) | (3) | (4) | (5) | (6) | (7) | (8) | (9) | (10) | (11) | (12) | (13) | (14) |
| | | | | | | | | | | | | | |
| | | | | | | | | | | | | | |

ΠΑΡΑΚΑΛΟΥΜΕ ΔΙΑΒΑΣΤΕ ΠΡΟΣΕΚΤΙΚΑ ΤΙΣ ΟΔΗΓΙΕΣ ΠΑΡΑΚΑΤΩ:

Σελίδα 1

Η παρούσα φόρμα αποστέλλεται προς την ΔΑ/ΕΦ και η ΔΑ/ΕΦ στην Ειδική Υπηρεσία ΟΠΣ αν ο φορέας δεν είναι κωδικοποιημένος και αιτούμαστε την και στις περιπτώσεις που ο φορέας είναι κωδικοποιημένος η φόρμα υποβάλλεται όταν υπάρχουν αλλαγές στα στοιχεία (Νόμιμος εκπρόσωπος, στοιχεία επικοινωνίας, κλπ)

Οδηγίες συμπλήρωσης

- (1) Συμπληρώνεται ο κωδικός του φορέα αν υπάρχει (σε περίπτωση αλλαγών - επικαιροποιήσεων)
- (2) Συμπληρώνεται η πλήρης επωνυμία του φορέα όπως παρουσιάζεται στα Νομιμοποιητικά Έγγραφα Σύστασης του Φορέα (π.χ. Ειδική Υπηρεσία Ολοκληρωμένου Πληροφοριακού Συστήματος)
- (3) Συμπληρώνεται η Επωνυμία του φορέα στα Αγγλικά
- (4) - (5) Συμπληρώνονται τα στοιχεία Γεωγραφικού Προσδιορισμού του Φορέα (Κωδικός & Περιγραφή Δήμου της έδρας του φορέα). Παρακαλούμε για την συμπλήρωση να συμβουλευτείτε τον Κωδικό Δήμων της Ελλάδας
- (6) - (7) Συμπληρώνονται τα στοιχεία νομικού προσδιορισμού του φορέα, σύμφωνα με το Δημόσιο Λογιστικό (Ν.4270/2014) και τις επιπλέον διαθέσιμες κατηγορίες (δείτε φύλλο Κατηγοριών)
- (8) Συμπληρώνεται ΝΑΙ/ΟΧΙ ανάλογα με το αν ο φορέας είναι κερδοσκοπικού σκοπού ή όχι

New Account Application Form (Beneficiaries)

English Help

- This application is intended for potential Beneficiaries for projects financed by EU Funds. *
- Before applying please read carefully the instructions. *

Clear data Submit & Print

Personal Data

To Managing Authority

Show 10 records Search:

| | |
|-------------------------------------|--|
| <input type="checkbox"/> | MINISTRY OF ECONOMICS AND SOCIAL SOLIDARITY, EMPLOYMENT AND SOCIAL ECONOMY |
| <input checked="" type="checkbox"/> | MANAGING AUTHORITY OF EUROPEAN TERRITORIAL COOPERATION PROGRAMMES |
| <input type="checkbox"/> | ASYLUM SERVICE |
| <input type="checkbox"/> | MANAGING AUTHORITY OF EASTERN MACEDONIA AND THRACE REGION |
| <input type="checkbox"/> | MANAGING AUTHORITY OF CENTRAL MACEDONIA REGION |
| <input type="checkbox"/> | MANAGING AUTHORITY OF WESTERN MACEDONIA REGION |
| <input type="checkbox"/> | MANAGING AUTHORITY OF EPIRUS REGION |
| <input type="checkbox"/> | MANAGING AUTHORITY OF THESSALY REGION |
| <input type="checkbox"/> | MANAGING AUTHORITY OF IONIAN ISLANDS REGION |
| <input type="checkbox"/> | MANAGING AUTHORITY OF WESTERN GREECE REGION |

Show 11 to 20 from 33 records

First Previous 1 2 3 4 Next Last

New Account Application Form (Beneficiaries)

English [Help](#)

- This application is intended for potential Beneficiaries for projects financed by EU Funds. *
- Before applying please read carefully the instructions. *

[Clear data](#) [Submit & Print](#)

Personal Data

| | | | |
|-----------------------------|---|---------------------|----------------------|
| Surname: * | <input type="text"/> | Name: * | <input type="text"/> |
| Address (Street, Number): * | <input type="text"/> | | |
| Town: * | <input type="text"/> | Postal Code: * | <input type="text"/> |
| Phone No: * | <input type="text"/> | Fax: | <input type="text"/> |
| e-mail: * | <input type="text"/> | Position : * | <input type="text"/> |
| E-mail verification: * | <input type="text"/> | | |
| Body Code: | <input type="text"/> <input type="button" value="Q"/> | Body Description: * | <input type="text"/> |

To Managing Authority

User's Role

Read only Edit Forms Submission(except Application Form) Application Form Submission Participant Record



Beneficiary Roles Details


| Roles | Application Form | Table of Expenditures | Progress Report |
|--------------------------------|------------------|-----------------------|-----------------|
| ✓ Read | R | R | R |
| ✓ Edit | R/W | R/W | R/W |
| ✓ Forms Submission (except AF) | R/W | R/W/S | R/W/S |
| ✓ Submission of AF | R/W/S | R/W/S | R/W/S |

New Account Application Form (Beneficiaries)

English ▼ [Help](#)

- This application is intended for potential Beneficiaries for projects financed by EU Funds. *
- Before applying please read carefully the instructions. *

 Clear data

 Submit & Print


Personal Data

To Managing Authority

User's Role

User Name Information

Username: *

 Username availability check

TAXIS username :

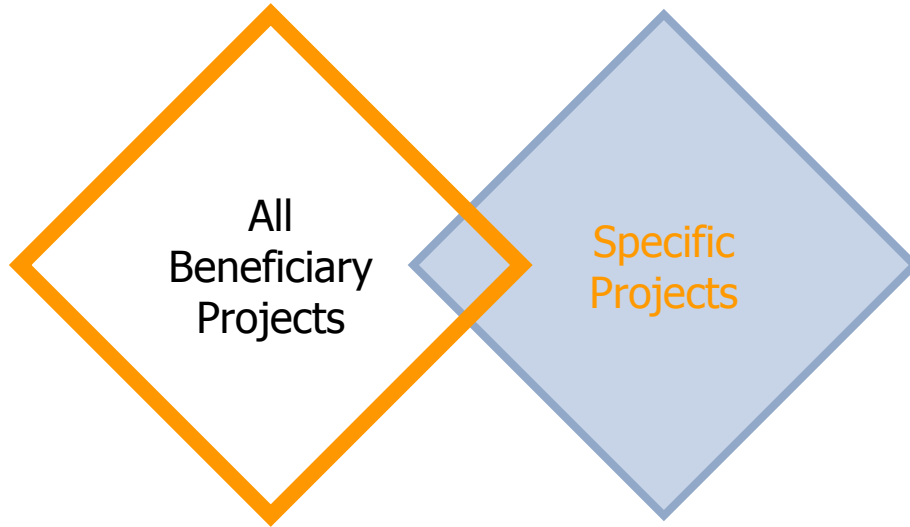
Other Information

Access to all projects of Authority

Comments (up to 2000 characters):



Access to Projects

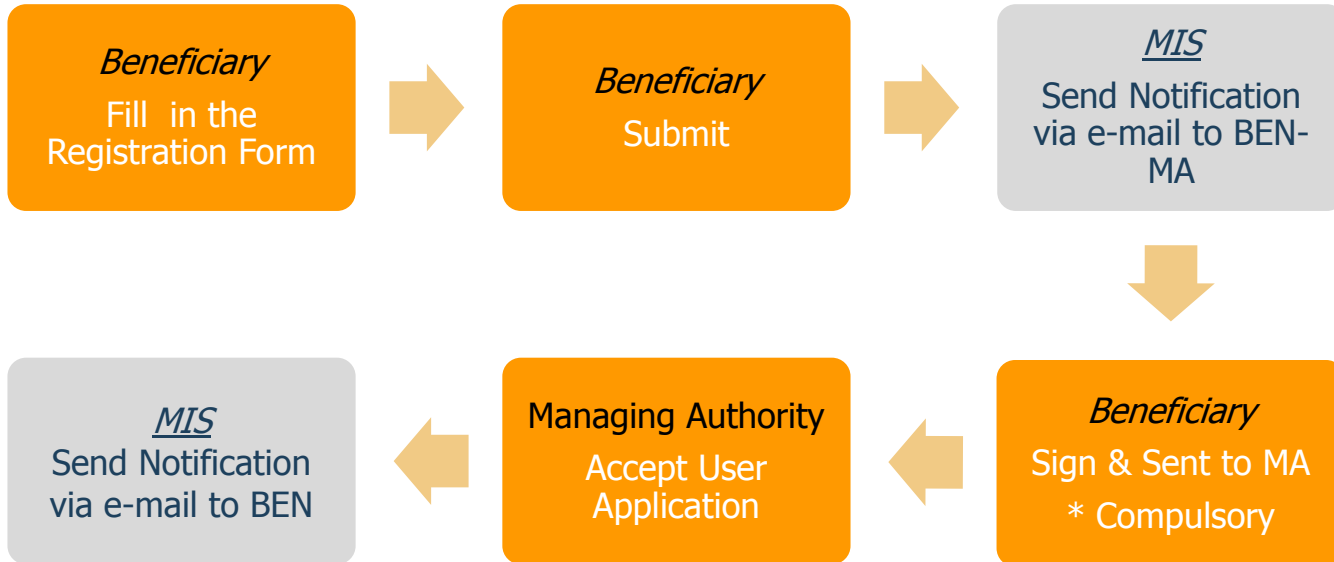


Before the submission of a New Project access only to:

- ✓ Users with Submit AF privilege
- ✓ Creator of the project



Beneficiary Sign Up Process





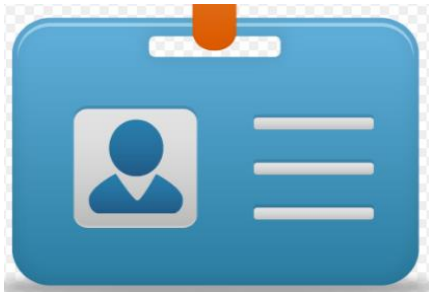
- ✓ Potential Beneficiaries must have **personal** account for access to MIS:
 - Beneficiary's officers to fill the forms
 - Beneficiary legal representative to submit

- ✓ Body Code is necessary for Beneficiary AND each Project Partner.
- ✓ Check your SPAM folders
- ✓ Allow pop-up windows



Registration form (Controller)

1. Register personal data



2. Enable Controller checkbox



3. Choose Mis Code & LB/Partner



https://logon.ops.gr/ops_sec/register/eyd/

ERGORAMA

ΕΣΠΑ 2014-2020
ανάπτυξη - εργασία - αλληλεγγύη

ΕΛΛΗΝΙΚΗ ΔΗΜΟΚΡΑΤΙΑ
ΥΠΟΥΡΓΕΙΟ
ΟΙΚΟΝΟΜΙΑΣ & ΑΝΑΠΤΥΞΗΣ

Ευρωπαϊκή Ένωση
Ευρωπαϊκό Διαρθρωτικό και Αναπτυξιακό Ταμείο

New Account Application Form (Managing Authorities/Controller)

English Help

- This application is intended for Managing Authorities' Executives ONLY. *

Clear data Submit

Personal Data

| | | | |
|-----------------------------|-----------------------|--|------------|
| Surname: * | KALAITZOGLOU | Name: * | IOANNA |
| Address (Street, Number): * | AG FILOTHEIS 2 | Postal Code: * | 10556 |
| Town: * | ATHINA | Fax: | |
| Phone No: * | 2131500335 | Position: * | controller |
| E-mail: * | ikalaitzoglou@mnec.gr | | |
| TAXIS username : | | <input checked="" type="checkbox"/> Controller | |

More Information

Comments (to 2000 characters):

Keyword Verification

Type the characters in the image: *



Refresh

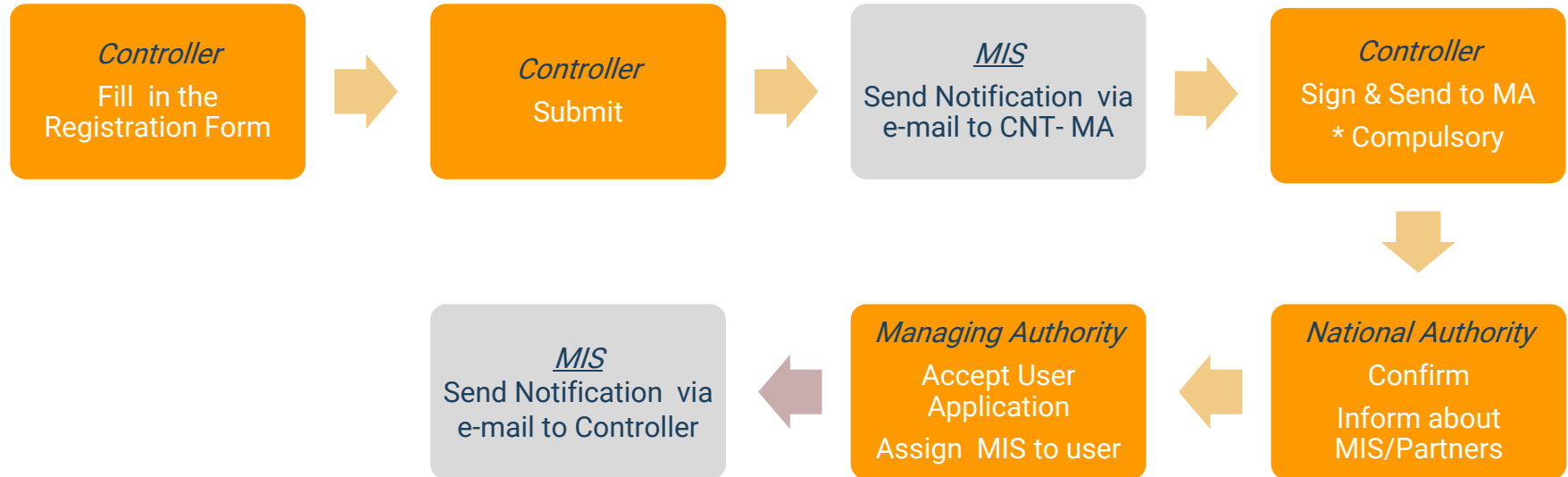


Controller Roles Details

| Application Form | Table of Expenditures | Progress Report |
|------------------|-----------------------|-----------------|
| R | R/W/C | R |



Controller Sign Up



2

First Login to ERGORAMA - Web Portal

<https://logon.ops.gr/>



Step 1 : Change password



HOME



LIBRARY

News

GR-IT User Registration Guide



Project Monitoring System



Reports



Helpdesk



Publicity

News

GR-IT User Registration Guide



Project Monitoring System



Reports



Helpdesk





Publicity

Change Password

New Password:

Confirm New Password:

Type the characters in the image: 



Password creation rules:

- (1) six characters minimum length
- (2) of which at least 2 numeric characters
- (3) "case sensitive" i.e. upper case is different from lowercase for alphabetic characters.
- (4) Password must not match or contain user ID.



Password change automatically log user out.

User Profile

Change Password

Logout

News

GR-IT User Registration Guide



Project Monitoring System



Reports



Helpdesk



Publicity

User application Modification

English

Save

Personal Data

Application Data

9334

Surname:

PATSOURAS

Name:

GEORGIOS

Username:

patsouras1@mou.gr

Body Code:

1090215

Body Description:

MIS SPECIAL SERVICE

TAXIS username :

Position :

Address (Street, Number): *

Town: *

Postal Code: *

Fax:

Phone No: *

e-mail: *

User's Role

Read only Edit Forms Submission(except Application Form) Application Form Submission Participant Record

News

GR-IT User Registration Guide



Project Monitoring System



Reports



Helpdesk




Publicity

News


GR-IT User Registration Guide



Project Monitoring System



Reports



Helpdesk



Publicity

User manual & Announcements

BENEFICIARY'S LIBRARY

User Manuals

Announcements

General Issues

Portal



User Interface

| 30.03.2018

Users

| 30.07.2018



Beneficiaries - Authorities



Attachments

Alerts

System Generated Documents

Reports - Business Intelligence

Reports



Project Monitoring System

+ Selection & Approval

+ Monitoring

+ Utilities

3


Project Monitoring System

News


GR-IT User Registration Guide



Project Monitoring System



Reports



Helpdesk



Publicity

The screenshot displays the Project Monitoring System interface. At the top, there is a header bar with the text 'ETC' on the left, and on the right, it shows the language 'English', the user 'patsouras1@mou.gr', and a 'Help' icon. Below the header, there are navigation tabs: 'Propose & approve', 'Monitoring', and 'Utilities'. A '+Create' button is visible on the far right. The main content area is titled 'Application Form ETC'. It features a search bar with two input fields: 'Mis Code' and 'Call S/N', each with a search icon. To the right of these fields are a checkbox labeled 'In Force' and a dropdown menu 'Select Bulletin Status'. Below the search fields is a 'More Criteria' dropdown. At the bottom of the search area, there are 'Search' and 'Reset' buttons. A large blue banner at the bottom of the search area displays the text 'No results'.

The screenshot displays the 'Application Form ETC' search interface. At the top, there is a navigation bar with 'ETC' on the left, and 'English', 'patsouras1@mou.gr', and 'Help' on the right. Below this, a secondary navigation bar contains 'Propose & approve', 'Monitoring', and 'Utilities' tabs, with a '+ Create' button on the far right. The main search area is titled 'Application Form ETC' and includes search fields for 'Mis Code', 'Call S/N', and 'In Force', along with a 'Select Bulletin Status' dropdown. A 'More Criteria' dropdown is also present. Below these are input fields for 'Project Title', 'Version', 'Submission from', 'Submission Due', and 'Beneficiary'. A second row of fields includes 'Approval Body', 'Acronym', and 'ID'. At the bottom of the search area are 'Search' and 'Reset' buttons. A large blue banner at the bottom of the search area displays the text 'No results'.

BAND BOX

Mis Code



Select MIS

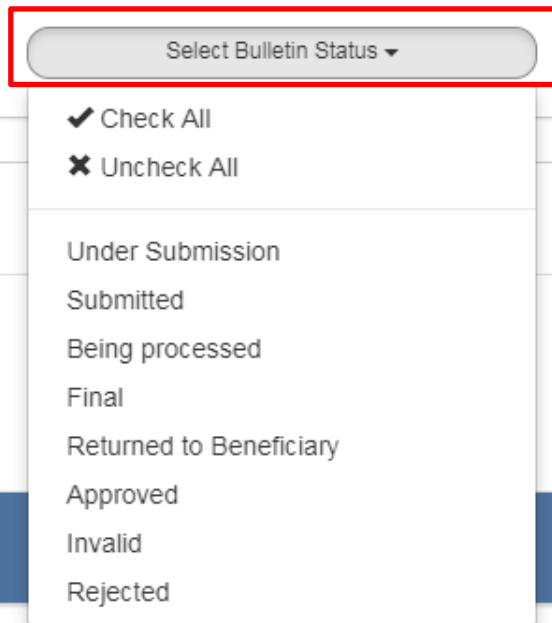
Show 10 entries Search:

| Code | Title |
|---------|---|
| 5001106 | - |
| 5001106 | - |
| 5001106 | Technical Assistance Greece-Cyprus 2014-2020 |
| 5001767 | Technical Assistance of the Cooperation Programme INTERREG V-A GREECE-ITALY 2014-2020 |
| 5009764 | Aiming at Improving Cross Border Accessibility |
| 5010822 | CREATION OF A CULTURAL DIPOLE IN THE CROSS BORDER AREA |

Showing 1 to 6 of 6 entries

First Previous 1 Next Last

MULTI SELECT LIST BOX



The image shows a multi-select list box with a red border around the header. The header is a grey rounded rectangle containing the text "Select Bulletin Status" and a downward-pointing arrow. Below the header is a white list of options, each with a small square icon to its left. The options are: "Check All" (with a checkmark icon), "Uncheck All" (with an 'X' icon), "Under Submission", "Submitted", "Being processed", "Final", "Returned to Beneficiary", "Approved", "Invalid", and "Rejected".

- ✓ Check All
- ✗ Uncheck All
- Under Submission
- Submitted
- Being processed
- Final
- Returned to Beneficiary
- Approved
- Invalid
- Rejected

Application Form ETC

Mis Code

5001106



Call S/N



In
Force

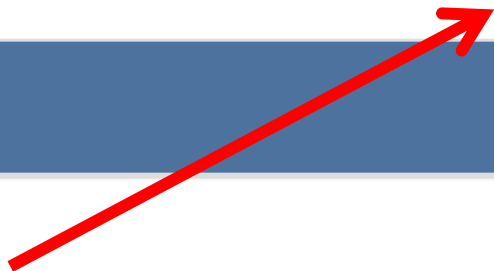
Select

More Criteria ▾

Search

Reset

No results



Select Columns Show 10 entries Search:

| MIS | Title | Call S/N | Beneficiary | Version | Status | In Force | Last Modification | ID | Actions |
|---------|--|----------|-------------|---------|----------|----------|-------------------|-------|---------|
| 5001106 | - | 1505 | 1100104 | 1.0 | Approved | No | 30-05-2016 | 1278 | Select |
| 5001106 | - | 1505 | 1100104 | 1.1 | Approved | No | 13-07-2018 | 9600 | Select |
| 5001106 | Technical Assistance Greece-Cyprus 2014-2020 | 1505 | 1100104 | 1.2 | Approved | Yes | 19-07-2018 | 48818 | Select |

Showing 1 to 3 of 3 entries




First Previous 1 Next Last




This is a table with multiple records (Data grid) with attributes:


- ✓ Search area
- ✓ Selection of number of visible rows
- ✓ Results shown in pages
- ✓ Selection of visible columns
- ✓ Selection of an ACTION


Select Columns Show 10 entries


| MIS | Title | Call S/N | Beneficiary | Version | Status | In Force | Last Modificat | Actions |
|---------|--|----------|-------------|---------|----------|----------|----------------|--|
| 5001106 | - | 1505 | 1100104 | 1.0 | Approved | No | 30-05-20 |  Select |
| 5001106 | - | 1505 | 1100104 | 1.1 | Approved | No | 13-07-20 |  Edit |
| 5001106 | Technical Assistance Greece-Cyprus 2014-2020 | 1505 | 1100104 | 1.2 | Approved | Yes | 19-07-20 |  View |


Showing 1 to 3 of 3 entries

 Print

 Delete

 Submit

 Cancellation

 Contact



Click on **Select** to see your action options.
 Enabled actions are **blue**. Disable Actions are **grey**.
 Visible or enable actions depends on:

- ✓ Users rights/role
- ✓ Bulletin status

Application Form ETC - View

Open all

Close all

Save Validation Print Previous Page

A. B. C. D. E. F. G.

Project: 5001106 (Approved) Version: 1.0 (Approved) Submission due 31-12-2023 23:59

ID: 1278

A. Project Identification

Application Form ETC - Edit

Open all

Close all

Save Validation Print Previous Page

A. B. C. D. E. F. G.

Project: 5001248 (Approved) Version: 1.1 (Being processed) Submission due 31-12-2023 23:59

ID: 46068

Application Form ETC - Delete

Open all

Close all

Delete Validation Print Previous Page

A. B. C. D. E. F. G.

Project: 5001248 (Approved) Version: 1.1 (Being processed) Submission due 31-12-2023 23:59

ID: 46068

A. Project Identification

B. Detail Description

C. Partnership

D. Budget

E. Monitoring Indicators

F. Check list for Submission

Attachments (0)

History Of Changes

Beneficiary comments

MA/JS Comments

Create AF

Create

OP / Axis *

Call S/N *

Project Title *

Modifying New Version

Copy

Create → New Bulletin

Modification → Modifies or Updates an existing Bulletin
The system automatically creates a new version of the bulletin, copying all data from the -in force- one.

Creation of a new version when the previous is not submitted, is NOT allowed.

Copy → Creates a new bulletin for NEW project copying all data from existing bulletin (new MIS code) .

ONLY used WHEN beneficiary have two similar proposals for the same call !!!

When Click on Accept

Application Form ETC - Create Open all Close all

Create Validation Print Previous Page A. B. C. D. E. F. G.

Project: () Version: 1.0 () Submission due ID:

- A. Project Identification
- B. Detail Description
- C. Partnership
- D. Budget
- E. Monitoring Indicators
- F. Check list for Submission
- History Of Changes

Beneficiary comments

MA/JS Comments



Basic info appear after creation:

- ✓ Project MIS Code
- ✓ Status of Act
- ✓ Version No and Status
- ✓ More info

Version Status:

Under Submission
Submitted
Being processed
Final
Returned to Beneficiary
Approved
Invalid
Rejected

System Response

✘ Errors

Submission NOT allowed

- BUDGET ALLOCATION : "TDP_1_3" Working Packages Total Cost (0) should be equal to total cost at annual allocation (5819706)
- BENEFICIARIES : "TDP_67_3" Fields: National Counterpart Type is mandatory for every beneficiary role (Section C)
- BENEFICIARIES : "TDP_68_3" Fields: Contact Person is mandatory for every beneficiary role (Section C)

⚠ Warnings

Submission allowed BUT needs caution

- MANDATORY FIELDS : "TDP_13b1_3" Please register reasoning/justification for the amendment (Section A) "TDP_13b2_3" Please register at least one subject of amendment (Section A)

OK

Generates digitally signed pdf or rdf document



APPLICATION FORM

COOPERATION PROGRAMME: (Interreg V-B) Balkan-Mediterranean 2014-2020

APPLICATION FORM

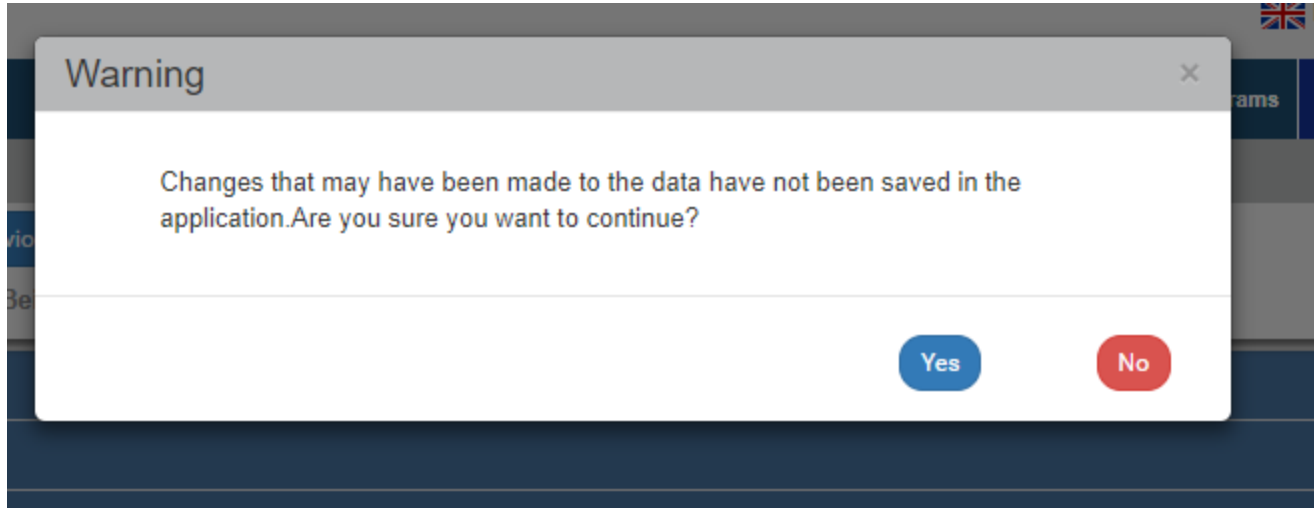
| | |
|-----------------------------------|-------------------|
| DATE OF SUBMISSION: | DATE OF APPROVAL: |
| VERSION OF APPLICATION FORM: 1. 1 | |

SECTION A: PROJECT IDENTIFICATION

| | | |
|---|-----------------|----------------------|
| PROJECT TITLE: BalkanMed Technical Assistance - Transnational managerial expenses | | |
| MIS IDENTIFICATION CODE: 5001248 | | |
| PROJECT ACRONYM: BalkanMed TA | | |
| Project duration | | |
| Start: 01/01/2014 | End: 31/12/2023 | Total Months: 120,00 |
| CALL FOR PROPOSALS TITLE: Technical Assistance - Balkan Mediterranean 2014 -2020 | | |
| CALL FOR PROPOSALS CODE: BMD | | |

COOPERATION PROGRAMME INFORMATION

| | | |
|----------------------------------|--|-------------|
| PROGRAMME PERIOD: 2014 - 2020 | | CP CODE: 26 |
| Priority Axis | 3 - Technical Assistance | |
| Fund | IPAE | |
| Thematic Objectives / Priorities | - | |
| Investment Priority | - | |
| Specific Objective | - | |
| | 3.1-Efficient programme delivery | |
| | - | |
| Categories of Intervention | 1007-Not applicable 1108-Not applicable 24-Other unspecified services 7121-Preparation, implementation, monitoring and inspection 7122-Evaluation and studies 7123-information and communication 802-Repayable grant | |



4

Completion of Application Form

Create a new AF

Application Form ETC - Create Open all Close all

Create Validation Print Previous Page A. B. C. D. E. F. G.

Project: () Version: 1.0 () Submission due ID:

- A. Project Identification
- B. Detail Description
- C. Partnership
- D. Budget
- E. Monitoring Indicators
- F. Check list for Submission
- History Of Changes

Beneficiary comments

MA/JS Comments

A. Project Identification

A. Project Identification

Call: 2337 BalkanMed - 1st Call for Project Proposals

Call Body: 1100104-MANAGING AUTHORITY OF EUROPEAN TERRITORIAL COOPERATION PROGRAMMES

Title of the Act: test

Project Title (English):

Acronym:

Beneficiary Protocol: IA / Submission Protocol to IIS

Version Category: New

Start date: End Date: Type of Act: Excluding State Aid

Total Months: 0,00

Expandable Text Areas
Input Fields
Date Fields
List Boxes
Attention! Grey areas are not editable

A. Project Identification

Program Codes

| ATP | OP | OP Description | PA | Axis Description | Fund | Percentage |
|-----|----|----------------------|----|-------------------------------|------|------------|
| 251 | 26 | Balkan-Mediterranean | 1 | Entrepreneurship & Innovation | IPAE | NaN% |
| 250 | 26 | Balkan-Mediterranean | 1 | Entrepreneurship & Innovation | ERDF | NaN% |



This is a table with multiple records (Data grid) without any attributes:

- ✓ NO Search area
- ✓ NO Selection of number of visible rows
- ✓ NO Results shown in pages
- ✓ NO Selection of visible columns
- ✓ NO Selection of an ACTION
- ✓ Table filled automatically

A. Project Identification

Not applicable

24

Economic Activity

Other unspecified services

Class

08

ESF Secondary
Theme

Not applicable

01

Form of Finance

Non-repayable grant

10a

Investment/Thematic
Priority

Investing in education, training and vocational training for skills and lifelong learning by developing education and training infrastructure

A

3d

Investment/Thematic
Priority

Supporting the capacity of SMEs to grow in regional, national and international markets, and to engage in innovation processes

26-1-1.1

Specific Objective

Competitive territories: stimulating business performance and extroversion through transnational linkages, clusters and networks

26-1-1.2

Specific Objective

Innovative territories: unleashing territorial potential to improve the transnational innovation capacity of the business sector

26-1-1.3

Specific Objective

Territories of knowledge: entrepreneurial learning and knowledge transfer for more competitive SMEs

113

Intervention Field

Promoting social entrepreneurship and vocational integration in social enterprises and the social and solidarity economy in order to facilitate access to employment

07

Territorial Delivery
Mechanism

Not applicable

07

Territory Type

Not applicable

10

Thematic Objective
Dimension

Investing in education, training and vocational training for skills and lifelong learning
















11

Thematic Objective
Dimension

Enhancing institutional capacity of public authorities and stakeholders and an efficient public administration

A. Project Identification

Classification +Add

| Category | Code | Description | Percentage | Actions |
|------------------------------|--------------|---|------------|---|
| Investment/Thematic Priority | 3a | Promoting entrepreneurship, in particular by facilitating the economic exploitation of new ideas and fostering the creation of new firms, including through business incubators | 100,00 |   |
| Specific Objective | 26-1-10a-1.3 | Territories of knowledge: entrepreneurial learning and knowledge transfer for more competitive SMEs | 100,00 |   |
| Thematic Objective Dimension | 03 | Enhancing the competitiveness of small and medium-sized enterprises, the agricultural sector (for the EAFRD) and the fisheries and aquaculture sector (for the EMFF) | 100,00 |   |
| Intervention Field | 063 | Cluster support and business networks primarily benefiting SMEs | 40,00 |   |
| Intervention Field | 063 | Cluster support and business networks primarily benefiting SMEs | 60,00 |   |
| Territory Type | 07 | Not applicable | 100,00 |   |
| Form of Finance | 01 | Non-repayable grant | 100,00 |   |
| ESF Secondary Theme | 08 | Not applicable | 100,00 |   |
| Economic Activity | 24 | Other unspecified services | 100,00 |   |
| Action | 1.β.1.1 | Ενίσχυση της επιχειρηματικής ανακάλυψης στους τομείς προτεραιότητας | 100,00 |   |

B. Detail Description

Location



Show 10 entries Search:

[+Add](#)

| Code | Level | Description | NUTS | Percentage | Actions |
|------|--------|-------------------|------|-------------------------------------|-------------------------------------|
| 9 | Region | Central Macedonia | EL12 | <input type="text" value="100,00"/> | ✎ ✖ |
| | | | SUM | <input type="text" value="100,00"/> | |

Showing 1 to 1 of 1 entries First Previous **1** Next Last

C. Partnership

| C. Partnership | | | |
|------------------|---|---|---|
| Role | Body | Responsible for Act / Communication Officer | Actions |
| Lead Beneficiary | 1090215-MONITORING INFORMATION SYSTEM SPECIAL SERVICE | |   |



E cohesion Pre-filled data

D. Budget/ Work packages

Packages / Deliverables +Add

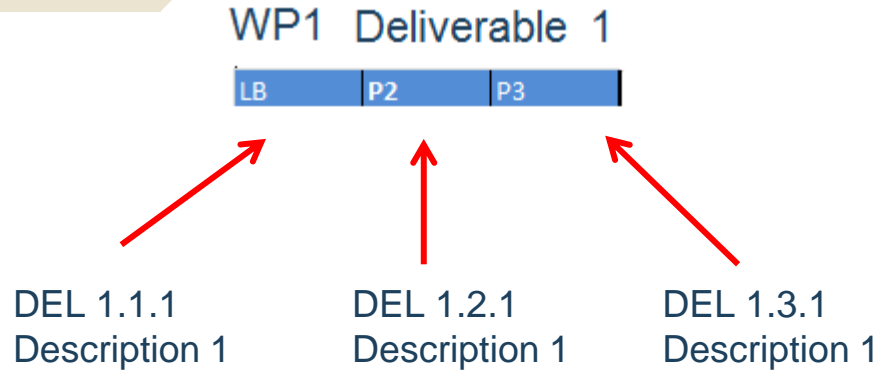
| S/N | Name | Start Date | End Date | Amount | Actions |
|-----|------------|------------|------------|-----------|---------|
| 1 | Management | 01-01-2017 | 31-12-2018 | 90.393,50 | |

Deliverables for the Package with S/N: 1

Show 10 entries Search:

| Body | S/N | Description | Expenditure category | Amount | Actions |
|---------|-----|--------------------------------------|---|----------|---------|
| 2010006 | 3 | Organisation and minutes of meetings | 2 Staff Cost (Real cost) | 1.200,00 | |
| 2010006 | 3 | Organisation and minutes of meetings | 8 Travel and Accomodation (Real cost) | 2.520,00 | |

+Add

**Attention!!!!**

DEL 1.1.1 can have multiple cost categories

DEL 1.1.1 can NOT have different description!!!

Attachments

Edit Attachment

Step 1: Select the file on your computer that you want to attach.

Choose file: File not chosen yet

Step 2: Select the category of the document (file)

File

Description

Date of

Document

Comments

Show in the Electronic Folder

Valid

Origin

Statement of non-attachment

Accept

Close

Search:

+Attach New File



Valid

File Size (MB)

Date Created

Actions

First

Previous

Next

Last

History of changes

History Of Changes

History Changes Of Bulletin [Print History Of Changes PDF](#)

| Date and Time | Bulletin Status | User Name | Comments | Email Recipients |
|------------------|------------------|-------------------|--|------------------|
| 26-10-2018 11:49 | Under Submission | patsouras1@mou.gr | A new record has been created: 54902 and MIS Code: 5034914 | --- |

History Changes Of Act

| Date | Act Status | User Name | Comments |
|------------------|------------|-------------------|-------------------------------|
| 26-10-2018 00:00 | Draft | patsouras1@mou.gr | New Project with MIS: 5034914 |



E cohesion Electronic History Tracking

5

EXTRA FEATURES



Alerts via email

Available to

Submission

Return

[Finalization]

Recipients

Editors of the bulletin

The officer responsible for the project/act
(registered on AF)

MA user (registered on AF)

All Bodies (registered on AF)

Certain recipients determined per bulletin



Produced PDF saved automatically

When?

Submission

Return

[Finalization]

Features

Inclusion to the attachments of the bulletin

Source: «pdf by M.I.S.»

NOT Editable



Action Communication

Available to:

Beneficiaries/Controllers/MA
Users with role of submission
or finalization
All bulletins

When SENT:

An alert is produced (email)
The attached sent documents are
added to the documents attachments
Printing History of Changes the user
can see the message

6

On line DEMO

7

Completion Submission of Progress Report

Step 1 Create

Create a new Progress Report ✕

Year: MIS Code:

Step 2 Completion

Progress Report - Edit Open all ▾ Close all ▲

Save Run checks Print Previous Page A. B. Γ. Δ. E.

Project: 5002617 Year: 2018 SN: 2 Status: Being processed ID: 2934

A. General Information

| | | | |
|--|--|-----------------------------|----------------------|
| Project Title: | Integrated Agro-Industrial Wastewaters Treatment and Isolation of High added value | Project acronym: | |
| Operational Programm: | 23 (Interreg V-A) EL-IT - Greece-Italy | AF of reference: | 3127 |
| Beneficiary: | 10115040 | | |
| Reporting Period Start: | <input type="text"/> | Stop: | <input type="text"/> |
| Is the Project completed? | <input type="radio"/> YES <input type="radio"/> NO | Date of project completion: | <input type="text"/> |
| Start Date of Lead Beneficiary Deliverables: | <input type="text" value="01-04-2017"/> | | |

Step 2 Completion

Bulletin Author Information:

Name-Surname:

Address:

Telephone:

Fax:

Email:

Indicators

| | | | | |
|----------------------|---|-----------------------------------|------------|------------|
| Indicator Code: | CO26 | Indicator accomplishment: | Cumulative | Allocation |
| Description: | Research, Innovation: Number of enterpr | Measurement per project: | YES | |
| Unit of Measurement: | | Decimals: | NO | |
| Indicator Type: | | Gender relevance: | None | |
| Indicator: | Quantitative | Calculated by Participant Record: | NO | |

| | | | | | Accomplishment of the Year | | | Accomplished till last Year | Target value |
|---------|------|-------------------------------|-----------------|------------------|----------------------------|----------------------|----------------------|-----------------------------|--------------|
| OP/Axis | Fund | Investment/ Special Objective | Category | Measurement Unit | Total | Men | Women | Total | Total |
| 23 / 1 | ERDF | SO1.1 | Δεν εφαρμόζεται | | <input type="text"/> | <input type="text"/> | <input type="text"/> | 0,00 | 50,00 |
| TOTAL: | | | | | 0,00 | 0,00 | 0,00 | 0,00 | 50,00 |

Show 1 To 1 From 1 records

[First](#)
[Previous](#)
1
[Next](#)
[Last](#)


● C. Progress activity report

Summary of the project's achievements so far:

Summary of the project's achievements during this reporting period:

Analytical description of the implemented actions, outputs and results during this reporting period:

Next steps to be taken for project's implementation:

 Δ. Financial Report

Show 10 records

Search:

| Beneficiary No | Beneficiary | Deliverable | Approved Budget | Contracted Budget | Reporting period Payments |
|----------------|--------------|--|-----------------|-------------------|---------------------------|
| 6 | 10115033-NOA | 1.1 Project Management & Coordination Project meetings - Y1-1, Y1-2, Y2-1, Y2-2 | 8.640,00 | 0,00 | 0,00 |
| 6 | 10115033-NOA | 1.2 Project Management & Coordination Project Progress Reports, Minutes and Final Report | 3.450,00 | 0,00 | 0,00 |
| 6 | 10115033-NOA | 1.3 Project Management & Coordination Tender documentation, equipment procurement, Staff recruitment | 690,00 | 0,00 | 0,00 |
| 6 | 10115033-NOA | 1.4 Project Management & Coordination Partner memorandum of understanding | 690,00 | 0,00 | 0,00 |
| 6 | 10115033-NOA | 1.5 Project Management & Coordination Progress and financial management control system and audit | 5.490,00 | 0,00 | 0,00 |
| 6 | 10115033-NOA | 2.2 Project Communication & Dissemination Conference and journal scientific publications | 9.450,00 | 0,00 | 0,00 |
| 6 | 10115033-NOA | 2.3 Project Communication & Dissemination National media and press conference | 1.725,00 | 0,00 | 0,00 |
| 6 | 10115033-NOA | 4.1 Severe weather products NWP model for BalkanMed region | 70.910,00 | 0,00 | 0,00 |
| 6 | 10115033-NOA | 4.2 Severe weather products Meteosensor network extension to BalkanMed region | 46.975,00 | 0,00 | 0,00 |

– E. Publicity

Have EC requirements on information and publicity measures acknowledging EC Structural Fund assistance been complied with? YES No

Comments :

+ Attachments

+ History

Progress Report - Submit

Open all ▼ Close all ▲

MIS Code **Submit** Run checks Print Previous Page A. B. Γ. Δ. E.

Project: 5000601 Year: 2018 SN: 3 Status: Under Submission ID: 2936

- + A. General Information
- + B. Indicators
- + C. Progress activity report
- + Δ. Financial Report
- + E. Publicity
- + Attachments
- + History

| Bulletin ID | |
|-------------|--|
| 2936 | |
| 2933 | |
| 2930 | |




8

Troubleshooting

Before reporting a problem please check:

- ✓ The use of any proxy. Does this proxy cause the problem?
- ✓ The browser used. Version?
- ✓ Who are you? The Username / password used.
- ✓ What have I done? The steps that produced the error.
- ✓ The validity of the registered data (via e-form or print)
- ✓ Try log-out and log-in again. Does the problem disappear?
- ✓ The system's menu.

SYSTEM'S MENU

ΕΣΠΑ ΕΕΣ  Ελληνικά  YOPS_58  Οδηγίες



BLUE ENABLE
WHITE DISABLED

1. Empty Description
2. Can not register e.g. WP1 as the number of my Work Package
3. Some tables are not filled correctly by the system
4. Can not print my project
5. Can not view my AF



SYSTEM ERRORS



**DO
NOT
PANIC**



How to deal with:

- Change
 - ▷ Partner change
 - ▷ Lead beneficiary change
 - ▷ Deliverables
- Delete
 - Deliverables
 - Work Packages

Changes need caution! In case you need to delete a WP/Deliverable/LP/P and add another one. Please delete , save and then add!

9

Body code Information

Project Actors Information - Edit

+Create

Open all

Close all

Save Print Search

A. B. C. D. E. F. G. H.

System Code: 10302 Body description: OTE AE

A. General

System Code *

10302

Short Name *

OTE AE

Full Name

OTE AE.-ΟΡΓΑΝΙΣΜΟΣ ΤΗΛΕΠΙΚΟΙΝΩΝΙΩΝ ΕΛΛΑΔΟΣ ΑΕ.

Short Name(English)

HELLENIC TELECOMMUNICATIONS ORGANIZATION S.A

Full Name(English)

HELLENIC TELECOMMUNICATIONS ORGANIZATION S.A

VAT

094019245

ΟΡΓΑΝΙΣΜΟΣ ΤΗΛΕΠΙΚΟΙΝΩΝΙΩΝ ΤΗΣ ΕΛΛΑΔΟΣ ΑΝΩΝΥΜΗ ΕΤΑΙΡΕΙΑ

Tax Office

Φ.Α.Ε. ΑΘΗΝΩΝ

Tax

Office(English)

FAE ATHINON

B. Contact Info

| | | | | | |
|---|---|---------------|--------------------------------------|----------------------|---|
| Address | <input type="text" value="Λ ΚΗΦΙΣΙΑΣ 99"/> | City | <input type="text" value="ΜΑΡΟΥΣΙ"/> | P.C | <input type="text" value="15124"/> |
| Address(English) | <input type="text" value="99 KIFISIAS AVENUE"/> | City(English) | <input type="text" value="MAROYSI"/> | | |
| Tel.1 | <input type="text" value="210-6118112"/> | Tel.2 | <input type="text"/> | Fax 1 | <input type="text" value="210-6111168"/> |
| Email | <input type="text"/> | Fax 2 | <input type="text"/> | Webpage | <input type="text" value="https://www.cosmote.gr"/> |
| Current Act of Recommendation Protocol Number | <input type="text" value="88498/96 ΚΥΑ (ΦΕΚ Β' 1165/ 27.12.1996)"/> | | Creation Date | <input type="text"/> | |

C. Legal Representatives

[+Add](#)

| S/N | Title | Title(English) | Legal Representative(English) | stoixeiaDeltiwn.nomimosEkprosoposEn | Date From | Date To | Actions |
|-----|--------------------------------|----------------|-------------------------------|-------------------------------------|------------|---------|---------|
| 1 | ΠΡΟΕΔΡΟΣ & ΔΙΕΥΘΥΝΩΝ ΣΥΜΒΟΥΛΟΣ | CHAIRMAN & CEO | ΜΙΧΑΛΗΣ ΤΣΑΜΑΖ | MICHAEL TSAMAZ | 01-11-2010 | | |

⊖ D. Categorization

Operators Category Interreg

63324



Supervised Legal Persons /Legal persons governed by private law (save local authorities)

Legal Representative Category

52146



Supervised Legal Persons /Legal persons governed by private law (save local authorities)

Geographical Identification

680



NUTS III or NUTS II

EL301



Athens

Nonprofit

No



Within the Public Sector

Yes



Type of Body

Organization ID in Diavgeia

⊕ E. Surveillance Body

⊕ F. Notes

⊕ G. Changes

⊕ H. Managerial Capacity of the Agency

📎 Attachments (2)

The end
Thank you for your Attention!