

7 February 2012. Cabinet Regulation No 99, entitled 'Regulation on the granting of national and European Union aid for apiculture, procedure for its administration and monitoring' (*Latvijas Vēstnesis*, 23 (4626), 09.02.2012.) [entered into force on 10 February 2012.]

**Wording as at 10 February 2012**

**Cabinet Regulation No 99**

Riga, 7 February 2012 (Ref. No 7, §19)

**Regulation on the granting of national and European Union aid for apiculture and the procedure for its administration and monitoring**

*Issued pursuant to Article 5(4) and (7) of the Law on  
Agricultural and Rural Development*

**I. General provisions**

1. This regulation lays down a procedure for granting, administering and monitoring national and European Union aid (hereinafter referred to as 'aid') for measures under Latvia's apiculture programme (hereinafter referred to as 'measures') pursuant to Council Regulation (EC) No 1234/2007 of 22 October 2007 establishing a common organisation of agricultural markets and on specific provisions for certain agricultural products (the Single CMO Regulation).

2. Aid shall be granted, administered and monitored by the Rural Support Service (hereinafter referred to as the 'Service').

3. Aid shall be granted each year in the period from 1 September to 31 August of the subsequent year for the following measures:

3.1. technical support for beekeepers and groupings of beekeepers;

3.2. varroosis control;

3.3. cooperation with beekeepers or groupings of beekeepers to implement applied research programmes in the sphere of apiculture and apiculture products;

3.4. restocking of bees in hives.

4. Latvia's apiculture programme shall be implemented throughout Latvia.

**II. Conditions for receiving aid**

5. An aid applicant is an association or foundation (hereinafter referred to as an 'aid applicant') registered in accordance with the legislation on the registration of associations and foundations, and complies with the following criteria:

5.1. the applicant must have been operating in the apiculture sector for at least three years;

5.2. the applicant must have been granted the status of livestock breeders' organisation in accordance with the legislation on compliance criteria for livestock breeders' organisations and the procedure for granting the status of a livestock breeders' organisation;

5.3. an apiculture specialist with a tertiary education in agriculture (a specialist in crop cultivation, horticulture, animal husbandry or veterinary medicine ) who has taken a course in apiculture or an apiculture specialist with a completed secondary vocational education in apiculture, must be involved in implementing the measures;

5.4. the applicant must have previous work experience associated with the provision of theoretical and practical training services in apiculture.

6. To apply for aid, aid applicants shall submit to the Service, by 15 July each year, in person or by means of an electronic document in accordance with the legislation on the formatting of electronic documents:

6.1. an aid application (Annex 1);

6.2. a list of beekeepers (Annex 2);

6.3. a certified copy of a document confirming the education of the person involved in the implementation of the measures: alternatively, an original may be presented;

6.4. a report summarising previous work experience associated with the provision of theoretical and practical training services in apiculture, if the aid applicant is applying to implement the measures referred to in subparagraph 3.1 of this Regulation.

7. The aid applicant's annual report (complete set) for the last full year, drawn up in accordance with the Law on Annual Reports, shall be requested by the Service from the State Revenue Service in accordance with the legislation on procedures for cooperation between authorities with regard to the electronic provision of information; the Service shall also ensure and certify the veracity of this information.

### **III. Granting of aid**

8. Within a month of receiving an aid application, the Service shall assess the aid applicant's compliance with the criteria referred to in paragraph 5 of this Regulation, and the documents referred to in paragraph 6 of this Regulation, including the compliance of the measures listed in the aid applicant's application with paragraph 3 of this Regulation, and shall take one of the following decisions:

8.1. to grant aid;

8.2. to refuse to grant aid.

9. If the Service, after evaluating the documents referred to in paragraph 8 of this Regulation, identifies shortcomings, it shall issue a decision demanding the rectification of the shortcomings identified within ten days, and shall notify the aid applicant accordingly.

10. If the aid applicant does not rectify the shortcomings referred to in the Service's decision within the stipulated time, the Service shall issue a decision refusing aid, and shall notify the aid applicant accordingly.

11. If the Service has decided to grant aid, the aid applicant shall conclude a contract with the Service regarding the receipt of aid. Contracts shall provide for the payment of advance payments under the following procedure:

11.1. after the contract is concluded: 50 % of the amount approved for the year;

11.2. after the first half-year report on the measures implemented has been submitted to the Service and approved: 35 % of the amount approved for the year;

11.3. the final payment shall be made when the second half-year report on the measures implemented has been submitted to the Service and approved.

12. If the aid requested exceeds the allocated funding, the Service shall make payments by reducing the amount of aid in proportion to the number of bee colonies registered by the association's beekeepers in the livestock, herd and site register of national 'Agricultural Data Centre information system', according to the situation on 1 July of the current year.

13. To receive aid, aid applicants shall submit to the Service a report on the measures implemented (Annex 3) and documents providing evidence of the transactions within the following time limits:

13.1. for the first half year: by 5 April;

13.2. for the second half year: by 5 September.

14. In addition to the payments for Latvia's apiculture programme measures, the State Budget shall finance value-added tax if an aid applicant is not entitled to deduct this from the amount of value-added tax payable to the State Budget under the procedure for input tax prescribed in the legislation on value-added tax. At the request of the Service, the State Revenue Service shall provide information about the compliance of an aid applicant's transactions with the said requirements.

#### **IV. Closing provision**

15. Cabinet Regulation No 617 of 11 September 2007 entitled 'Regulation on the granting of national and European Union aid for apiculture, procedure for its administration and monitoring' (*Latvijas Vēstnesis*, 2007, No 149; 2011, No 19) is hereby repealed.

Prime Minister, V. Dombrovskis

Minister for Agriculture, L. Straujuma

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Annex 1  
Cabinet Regulation No 99  
of 7 February 2012

### **European Union European Agricultural Guarantee Fund (EAGGF) aid within Latvia's apiculture programme**

#### **Aid application**

Aid applicant:	
Customer registration number:	
Aid application number	

(To be completed by Rural Support Service (hereafter referred to as the 'Service') employee)

Aid application number:	
Aid application registration date:	
Service employee's first name, surname and signature:	

(Confirmation of application registration to be completed by Service employee)

<b>Aid application</b>	<b>20__</b>	<b>(year)</b>
<b>Information on aid application form</b>		

1. Prior to filling in the aid application form, please familiarise yourself with the provisions of Latvian and European Union legislation governing national and European Union aid for apiculture.
2. If required, the number and size of the relevant table rows may be increased.
3. Submit the completed aid application form to the Common Organisation of the Market Department at the Service's central office at Republikas laukums 2, Riga

## **A. General Section**

### **A.1. General information about aid applicant**

Name of legal entity	
Sphere of activity	
Association's registration number	
Taxpayer's registration number	

### **A.2. Aid applicant's contact information**

Aid applicant's registered address	
Telephone number, fax number	
E-mail address	
Mailing address	

### **A.3. Aid applicant's bank details**

Bank/branch	
SWIFT code	
Sub-account No	
Account No	

### **A.4. Contact person**

First name, surname	
Contact telephone number	
Fax number, e-mail address	

### **A.5. Applying for European Union aid measures:**

For the first time		Re-applying	
If re-applying, list aid measures for which projects have been or will be submitted			
Aid priority, measure	Year project submitted	Project implementation period	Amount of eligible expenditure (LVL)
Latvia's national programme for development of the apiculture sector			

## **B. Information about measures**

<b>B.1. Start date of implementation of measures (dd.mm.yyyy)</b>		<b>End date for implementation of measures (dd.mm.yyyy)</b>	
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<b>B.2. Total amount for aid application (LVL)</b>		<b>Eligible expenditure amount for aid application (LVL)</b>	
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### **B.3. Break-down of funding**

Funding source	Amount (LVL)	Percentage of eligible expenditure amounts (%)
LV co-financing	0	50.00
EU co-financing	0	50.00
<b>TOTAL</b>	<b>0</b>	<b>100.00</b>



C. Accompanying documents									
C.1. Documents to be submitted (if the form is submitted in accordance with the requirements of the Law on Electronic Documents, also submit the accompanying documents in accordance with the requirements of the said Law)				To be completed by aid applicant			To be completed by Service employee		
				Put 'X' in the appropriate box			Put 'X' in the appropriate box		
				yes	no	n/a	yes	no	n/a
1.	Annual report for last full year (complete set) pursuant to the procedure prescribed in the Law on Annual Reports (Service requests from State Revenue Service)	copy							
2.	List of beekeepers (Annex 2)	original							
3.	Document certifying the education of the person involved in the implementation of the measures	copy							
4.	Report on previous work experience in apiculture	original							
<i>Other documents submitted</i>									
Total number of documents and pages submitted:									

C.2. NB If the form is submitted in accordance with the requirements of the Law on Electronic Documents, these fields need not be completed	
All required documents have been submitted	All required documents have not been submitted
<b>Agree</b>  <b>Aid applicant:</b> _____ (first name, surname, signature, date)	<b>Agree</b>  <b>Aid applicant:</b> _____ (first name, surname, signature, date)
<b>Service employee:</b>  _____ (first name, surname, signature, date)	<b>Service employee:</b>  _____ (first name, surname, signature, date)

D. Aid applicant's declaration	
By signing below, I declare that:	
1.	I have familiarised myself with the provisions for receiving aid, as well as with the provisions of current Latvian and European Union legislation governing the granting of national and European Union aid for apiculture, and undertake to comply with them during implementation of the measures.
2.	I have not received any Latvian or European Union fund financing or other type of national funding to finance this measure.
3.	I undertake to retain and, if required, produce any required documentation and information, and also agree to any controls being undertaken by representatives of Latvian or European Union authorities.
4.	The information provided in the documents is correct.
5.	I have sufficient financial resources at my disposal for the complete execution of the measures within the planned time limits.
6.	I have not knowingly submitted incorrect information (or data), and I have not concealed information (or data) in connection with the aid application.
7.	I shall not change anything in the aid application without first agreeing this with the Service.
S.	I have not attempted to obtain restricted access (confidential) information or to influence the Service during its assessment of the application by actions subject to criminal or administrative sanction.
<b>Warning: if it is found that you have, intentionally or through negligence, submitted incorrect information, you will be prohibited from receiving aid. The Service will involve the law enforcement authorities in relevant cases.</b>	

<b>Aid application submitted on</b> _____.____.____ <b>on</b> ____ <b>pages, with</b> ____ <b>(number) accompanying documents</b> <div style="text-align: center; font-size: small;">(date)</div>
<b>Aid applicant</b> _____ <div style="text-align: center; font-size: small;">(position, first name, surname, signature, date)</div> <div style="text-align: right; margin-top: 10px;"><i>Seal:</i></div>

NB  
The document items date, signature and seal need not be completed if an electronic document has been drawn up in accordance with legislation on the formatting of electronic documents

Minister for Agriculture, L. Straujuma

Annex 2  
Cabinet Regulation No 99  
of 7 February 2012

**List of Beekeepers** \_\_\_\_\_ **(year)**

No	Apiculture society member or beekeeper (for natural persons: first name, surname; for legal entities: name)*	ID number for natural persons or registration number for legal entities	Number of bee colonies

NB \* Please complete in alphabetic order.

Aid applicant \_\_\_\_\_ Seal  

(position, first name, surname, signature, date)

NB  
The document items date, signature and seal need not be completed if an electronic document has been drawn up in accordance with legislation on the formatting of electronic documents

Minister for Agriculture, L. Straujuma

Annex 3  
Cabinet Regulation No 99  
of 7 February 2012

\_\_\_\_\_  
(aid recipient's first name, surname, society's name)

**Report on measures implemented in the** \_\_\_\_ **half year**

No	Type of eligible expenditure in accordance with contract cost	Description of supporting documents for transactions			Description of supporting documents for payments			Amount in estimate (in	Actual amount, LVL	
		date	No	name	date	No	name		Including VAT	Not including

estimate								contract), LVL		VAT
<b>I. Technical support for beekeepers and groupings of beekeepers</b>										
<b>Total:</b>										
<b>II. Varroosis control</b>										
<b>Total:</b>										
<b>III. Cooperation with specialised bodies for the implementation of applied research programmes in the field of beekeeping and apiculture products</b>										
<b>Total:</b>										
<b>IV. Measures to support the restocking of hives in the European Union</b>										
<b>Total:</b>										
<b>Grand total (I + II + III + IV):</b>										

Please explain anything that is not in line with the plan for measures in the relevant period. Why?

By signing below, I certify that the information contained in this summary tallies with the supporting documents at my disposal for the transactions and payments for them which have arisen in connection with the contract entered into.

Aid recipient \_\_\_\_\_  
(first name, surname, signature, date)

NB

The document items date, signature and seal need not be completed if an electronic document has been drawn up in accordance with the legislation on the formatting of electronic documents

Minister for Agriculture, L. Straujuma