**Declaration of Honour[[1]](#footnote-1)**

Reference: **Civic Engagement and Transparency Facility (CETF)** - insert name of the call for lighthouse project

I, the undersigned, insert name and surname of the signatory of this form, representing the following legal person:

Full official name: *insert*

Official legal form: *insert– e.g. association, foundation*

Statutory registration number**:** *insert*

Full official address: *insert*

VAT registration number (if applicable): *insert*

Referred to below as **‘Applicant’** under this grant procedure

**I. Declare that the information** provided in connection with the application under this procedure is **correct and complete.**

**II. Declare that the Applicant I represent:**

1. **meets the eligibility criteria** and all other conditions specified in the call for concepts;

1. are committed to the proposed concept including, upon approval, to proceed to the second stage – its drafting into a detailed project proposal and final negotiation;
2. possess the necessary resources (human and material) needed to implement the proposed activities and has the capacity to carry them out;
3. are committed to comply with:
   1. the highest standards of ethical principles and integrity;
   2. **a zero-tolerance policy** towards sexual exploitation, abuse, and harassment in all its activities and undertakes to implement preventive measures and reporting mechanisms to safeguard against such violations. Any allegations of sexual exploitation, abuse, or harassment involving the organization or its personnel will be promptly addressed and reported to the relevant authorities, as required by law and the programme guidelines;
   3. all relevant environmental regulations and takes steps to minimize its environmental impact of the project activities;
   4. ***(check if you are the lead organization applicant):*** are committed to act as the Coordinator for this action -
4. The Applicant **is NOT subject** to administrative sanction (i.e. exclusion or financial penalty decision)[[2]](#footnote-2).
5. The Applicant and **is NOT** in anyof the following **exclusion situations**:
   1. **bankrupt**, being wound up, having the affairs administered by the courts, entered into an arrangement with creditors, suspended business activities or subject to any other similar proceedings or procedures
   2. in breach of social security or tax obligations;
   3. is subject to any of the circumstances, described in Article 7 of Decree No. 23/2023 of the Council of Ministers which would make it inadmissible under this call[[3]](#footnote-3).
   4. ***(not applicable to Swiss partners)*** dependence on government, public authorities (local, regional and national), political parties, religious organisations and commercial organisations.[[4]](#footnote-4).
6. The Applicant (as well as persons having powers of representation, decision-making or control) is NOT in one of the following **exclusion situations[[5]](#footnote-5)**:
   1. guilty of grave professional **misconduct**[[6]](#footnote-6);
   2. committed fraud, corruption, links to a **criminal** organisation, money laundering, terrorism-related crimes (including terrorism financing), child labour or human trafficking;
   3. shown significant deficiencies in complying with main obligations under procurement contract, grant agreement, prize, expert contract, or similar;
   4. guilty of **irregularities[[7]](#footnote-7)** within the meaning of Article 1(2) of Regulation № 2988/95 of the Council of the EU.
7. The Applicant **is NOT subject** to a conflict of interest in connection with this grant and will notify the PO of the Facility - without delay - any situation which could give rise to a conflict of interests.[[8]](#footnote-8).
8. The Applicant **has and will NOT** neither directly nor indirectly, grant, seek, obtain or accept any advantage in connection with this grant that would constitute an illegal practice or involve **corruption**.
9. The Applicant declares that they aware that double funding **is NOT** allowed for the same activities covered by this grant proposal.

**III. Personal Data Processing**

The Applicant is aware of the the necessity of processing of personal data for the purposes of evaluating the application and, consequently, managing the grant (i.e. the legitimate interests of SDC and the Programme Operator to implement the CETF successfully). The applicant acknowledges that failing to provide the necessary personal data may result in disqualification from the call and termination of the grant.

The Program Operator may transfer personal data to the management bodies of the Programme in connection with the fulfillment of its obligations. The personal data retention period corresponds with the retention period of the CETF. Personal data will be shared with third parties insofar as they are explicitly authorized by SDC or the Programme Operator, for example the evaluators working on the application. No automated decision-making, including profiling, is performed on the personal data processed by the Programme Operator within CETF.

The data subjects whose personal data is processed within CETF have at all times the right to request from the Programme Operator access to and rectification or erasure of personal data or restriction of processing concerning the data subject or to object to processing as well as the right to data portability. The data subjects also have the right to lodge a complaint with a supervisory authority.

Data subjects can contact the Programme Operator via the means pointed at the official website of CETF: <https://swisscetf.bg/>.

The Applicant undertakes to notify the Program Operator in writing within 7 days of any changes in the circumstances stated in this declaration.

The Applicant undertakes to provide, upon request by the Program Operator, the necessary official documents issued by the relevant competent authorities, certifying the circumstances declared above.

**I am aware of the criminal liability under Art. 313 of the Criminal Code for providing false information.**

**Authorized Representative of the Applicant:**

Full name: insert name and surname of the signatory of this form

Date:DD/MM/YYY

Signature[[9]](#footnote-9):

1. This declaration must be signed by each member of the consortium submitting the project concept note - both the lead organisation and each partner (except associated partners). In case an applicant is represented by more than one person, all persons representing it jointly are required to sign the declaration. Where persons are entitled to represent the applicant “jointly or severally”, the application may also be signed by one representative. No changes to the document are allowed. [↑](#footnote-ref-1)
2. According to Article 136 of [Regulation 2024/2509 (EU, Euratom)](https://eur-lex.europa.eu/legal-content/BG/TXT/HTML/?uri=OJ:L_202402509). [↑](#footnote-ref-2)
3. According to Art. 7 of Decree No. 23/2023 of the Council of Ministers, persons who are in circumstances for exclusion from participation in a public procurement procedure pursuant to Art. 54 of the Public Procurement Act or who have not complied with an order of the European Commission to recover the unlawful and incompatible state aid provided to them may not participate in a selection procedure and no grant shall be provided. [↑](#footnote-ref-3)
4. An organisation is dependent when more than half of the members of its management or control body are appointed by local, regional or central government bodies, other state and public bodies and institutions, political parties and traders, or when any of them can impose or impede decision-making or in any way exercise a dominant influence on the activities of the organisation. [↑](#footnote-ref-4)
5. See Articles 138 and 143 of Regulation 2024/2509 (EU, Euratom) [↑](#footnote-ref-5)
6. Professional misconduct includes: violation of ethical standards of the profession, wrongful conduct with impact on professional credibility, false declarations/misrepresentation of information, participation in a cartel or other agreement distorting competition, violation of IPR, attempting to influence decision-making processes or obtain confidential information from public authorities to gain an advantage. [↑](#footnote-ref-6)
7. An "irregularity" should be understood as any breach of the grant agreement, a provision of Community and/or national law which has or would have the effect of hindering the implementation of the measure, for example by charging unjustified or disproportionate expenditure. All forms of corruption are also irregularities. [↑](#footnote-ref-7)
8. Conflict of interest is defined in Article 2 of the Law on Prevention and Disclosure of Conflict of Interest. According to this law, a conflict of interest arises when a person holds a public office or participates in a decision-making process in which his personal interests may conflict with his public or professional duties, affecting the objectivity and impartiality of his decisions. [↑](#footnote-ref-8)
9. This Declaration must be signed with a valid electronic signature, or printed, signed by hand and scanned. [↑](#footnote-ref-9)