



EUROPEAN COMMISSION

DIRECTORATE-GENERAL FOR EUROPEAN CIVIL PROTECTION AND HUMANITARIAN AID
OPERATIONS (ECHO)
Disaster Preparedness and Prevention
The Director

Brussels, May 2021
ECHO.A/ER

CORRESPONDENCE SLIP

ADDRESSES: **National Focal Points for transport actions under the
Emergency Support Instrument (ESI)**

SUBJECT: **Updated documents detailing the procedures and criteria to
apply for funding under the Emergency Support Instrument
(ESI) Mobility Package**

REMARKS:

Please find attached an updated Guidance Note (version 2 – May 2021) and associated documents related to the implementation of the Emergency Support Instrument (ESI) Mobility Package. The new version of these documents supersedes all past versions.

On 5 May 2021, the Commission will launch a new invitation to submit applications for support for transport of cargo of COVID-19 vaccination-related equipment and COVID-19 therapeutics, under the ESI Mobility Package. These documents set out the associated terms and procedures, as well as containing the latest consolidated information on support for transfer of patients and transport of medical personnel and teams, which will continue to be available.

We would ask you to please disseminate these documents to all relevant potential applicants interested in support under the ESI Mobility Package.

The following package of documents is attached in ZIP file format:

1. Background documents

- 1.1. Guidance Note
- 1.2. Conditions for requesting support

2. Application documents for use of the Commission's Transport Broker

- 2.1. Request for use of Transport Broker for Cargo Transport of COVID-19 Vaccination Related Equipment and COVID-19 Therapeutics
- 2.2. Request for use of Transport Broker for Transport of Medical Personnel and Teams in response to COVID-19
- 2.3. Annex A Cargo Table for ESI Transport Support via the Commission's transport Broker

3. Application documents for grants

- 3.1. Grant Application Form for Cargo Transport of COVID-19 Vaccination-Related Equipment and COVID-19 Therapeutics
- 3.2. Grant Application Form for Transport of Medical Personnel and Teams or Patient Transfer in response to COVID-19
- 3.3. Annex 1 ESI Grant Application Budget Table
- 3.4. Annex 2 Declaration on Honour (if needed)

4. Next steps for use of broker (once transport service has been provided the following will be sent to the beneficiary by the Commission for signature).

- 4.1. Declaration of Acceptance and Receipt of Transport Services

5. Next steps for grants following award

Signature of the grant agreement: Upon award, a completed version of the following documents will be sent to the beneficiary by the Commission for signature.

- 5.1. Model Grant Agreement
- 5.2. General Conditions (Annex II of the Grant Agreement)

Submission of Payment Request and Final Report: Following signature of the grant agreement and completion of the action, the following documents will be required to be completed, accompanied by invoices and proofs of payment.

- 5.3. Model Technical Implementation Report (Annex IV of the Grant Agreement)
- 5.4. Model Financial Statement (Annex V of the Grant Agreement)
- 5.5. Model Terms of Reference for the Certificate on the Financial Statements (applicable if grant is equal to or exceeding EUR 750 000 – Annex VI of the Grant Agreement)

If you have any questions, please do not hesitate to contact DG ECHO ESI Team at ECHO-ESI@ec.europa.eu.

Yours faithfully,

Electronically signed

Ilkka SALMI

c.c.: EU Member States Members of the Civil Protection Committee; EU Member States Members of the Health Security Committee

Enclosure: ESI Mobility Package Guidance Note and associated documents, as outlined above.