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If a whole or part of a paragraph has been amended, the date of the amending regulation appears in square brackets at the end of the paragraph. If a whole paragraph or sub-paragraph has been deleted, the date of the deletion appears in square brackets beside the deleted paragraph or sub-paragraph.

Republic of Latvia

Cabinet

Regulation No. 485

Adopted 16 August 2017

## **Procedures for the Granting, Administration and Monitoring of State and European Union Aid for the Supply of Fruit, Vegetables and Milk to Educational Institutions**

*Issued pursuant to  
Section 5, Paragraphs four and seven of the Law on Agriculture and Rural Development*

### **I. General Provisions**

1. This Regulation prescribes the procedures for the granting, administration and monitoring of State and European Union aid for the supply of fruit, vegetables and milk to educational institutions (hereinafter – the aid) in accordance with:

1.1. Article 5 of and Annex I to Council Regulation (EU) No 1370/2013 of 16 December 2013 determining measures on fixing certain aids and refunds related to the common organisation of the markets in agricultural products (hereinafter – Regulation No 1370/2013);

1.2. Section I of Chapter II of Title I of Part II, Article 217 of and Annex V to Regulation (EU) No 1308/2013 of the European Parliament and of the Council of 17 December 2013 establishing a common organisation of the markets in agricultural products and repealing Council Regulations (EEC) No 922/72, (EEC) No 234/79, (EC) No 1037/2001 and (EC) No 1234/2007 (hereinafter – Regulation No 1308/2013);

1.3. Commission Implementing Regulation (EU) 2017/39 of 3 November 2016 on rules for the application of Regulation (EU) No 1308/2013 of the European Parliament and of the Council with regard to Union aid for the supply of fruit and vegetables, bananas and milk in educational establishments (hereinafter – Regulation No 2017/39);

1.4. Commission Delegated Regulation (EU) 2017/40 of 3 November 2016 supplementing Regulation (EU) No 1308/2013 of the European Parliament and of the Council with regard to Union aid for the supply of fruit and vegetables, bananas and milk in educational establishments and amending Commission Delegated Regulation (EU) No 907/2014 (hereinafter – Regulation No 2017/40).

2. The Rural Support Service shall grant, administer and monitor aid, as well as carry out:

2.1. functions of a Member State in accordance with the second subparagraph of Article 8(1) and Article 8(2), Article 9, fifth subparagraph of Article 10(3) and Article 10(7), and Article 12(4) of Regulation No 2017/39, as well as Articles 9 and 12 of Regulation No 2017/40;

2.2. functions of the competent authority in accordance with Article 5(3) and (4), Article 10(4) and (6) of Regulation No 2017/39, as well as Article 5(1) and (2), Article 6(1) and (3) and Article 7 of Regulation No 2017/40.

3. In accordance with Article 23a(6) of Regulation No 1308/2013, the State co-financing shall be granted from the funds from the State budget.

## **II. Conditions for the Granting of State and European Union Aid and the Approval of Applicants for Aid**

4. Aid shall be granted:

4.1. for the supply and distribution of the following products to educatees of pre-school education groups and grades 1–9 in pre-school educational institutions and general educational institutions (hereinafter – the educational institutions) free of charge in accordance with Article 23(1)(a) and (2), (3) and (6) of Regulation No 1308/2013:

4.1.1. fresh fruit – apples, pears, cranberries (*Vaccinium macrocarpon*) (hereinafter – the fruit) and fresh vegetables – cabbages, kohlrabi, carrots, pumpkins and swedes (hereinafter – the vegetables) or assorted fruit and vegetables (hereinafter – the assorted products) that:

4.1.1.1. comply with one of the following conditions:

4.1.1.1.1. are cultivated in accordance with the general principles of integrated plant protection and the provisions laid down in the laws and regulations regarding requirements for integrated cultivation, storage and labelling of agricultural products and control thereof, and this is confirmed by an entry in the Register of Integrated Cultivation of Agricultural Products of the State Plant Protection Service, as well as by applying environmentally friendly methods in horticulture in accordance with the laws and regulations regarding the granting, administration and monitoring of State and European Union aid for improvement of the environment, climate and countryside in the planning period for 2014–2020;

4.1.1.1.2. are cultivated in accordance with the laws and regulations regarding organic farming, and this is confirmed by a certificate or a statement on commencing the transition period to organic farming issued by the control institution laid down in the laws and regulations regarding supervision and control of organic farming (hereinafter – the biological product);

4.1.1.1.3. comply with the requirements of the national food quality scheme for the use of the indication in green colour, and this is confirmed by a certificate of the Food and Veterinary Service issued in accordance with the laws and regulations regarding the requirements for food quality schemes, procedures for the implementation, operation, monitoring and control thereof;

4.1.1.2. are not transported from the place of production to the relevant educational institution further than 300 kilometres;

4.1.2. pasteurised milk (hereinafter – the milk):

4.1.2.1. with no added sugar, flavourings, sweeteners, fruit, nuts, cocoa or other additives;

4.1.2.2. that is a biological product or is produced in compliance with the requirements of the national food quality scheme, and this is confirmed by a certificate of the Food and Veterinary Service issued in accordance with the

laws and regulations regarding the requirements for food quality schemes, procedures for the implementation, operation, monitoring and control thereof;

4.1.2.3. that is not transported from the place of production to the relevant educational institution further than 300 kilometres;

4.2. for the coverage of costs of accompanying educational measures laid down in Article 23(1)(b) of Regulation No 1308/2013, Article 4(1)(b) of Regulation No 2017/40 and Article 5(1) of Regulation No 1370/2013;

4.3. for the coverage of costs of publicity measures and evaluation laid down in Article 23(1)(c) of Regulation No 1308/2013, Article 4(1)(c) of Regulation No 2017/40 and Article 5(2) of Regulation No 1370/2013.

*[10 October 2017]*

4.<sup>1</sup> Granting of the aid for the supply of lactose-free milk to the educational institutions shall not be subject to the requirement referred to in Sub-paragraphs 4.1.2.2 and 4.1.2.3 of this Regulation.

*[10 October 2017]*

5. Aid shall be granted for the milk supplied and distributed during the current school year from 1 October and for the fruit, vegetables and assorted products supplied and distributed from 1 November but not longer than until 31 May in general educational institutions and until 31 July in pre-school educational institutions (hereinafter – the distribution period).

6. A producer of fruit, vegetables, assorted products, as well as the milk, including a cooperative society of such producers (hereinafter – the producer) registered with the Food and Veterinary Service shall, by 10 July of the current year, inform the Rural Support Service of the interest to offer fruit and vegetables or milk to educational institutions by using the sample form provided in Annex 1 to this Regulation.

7. An applicant for aid who is a derived public person shall comply with the requirements for the area of public procurement laid down in laws and regulations.

8. An applicant for aid who has been registered in the uniform information system for agricultural sector in accordance with the laws and regulations regarding the uniform information system for agricultural sector, as well as in accordance with Article 5(2)(a), (b), (c), (d) and (e) of Regulation No 2017/40 shall be:

8.1. a producer;

8.2. a local government or an educational institution;

8.3. a food establishment which ensures catering in an educational institution;

8.4. the person referred to in Paragraph 43 of this Regulation that enters into a contract with the Rural Support Service for the development of means for implementation of accompanying educational measures referred to in Sub-paragraph 4.2 of this Regulation, and for the implementation of the publicity measures referred to in Sub-paragraph 4.3 of this Regulation which are of educational nature (hereinafter – the publicity measures of educational nature);

8.5. the person referred to in Paragraph 50 of this Regulation that enters into a contract with the Rural Support Service for implementation of the evaluation referred to in Sub-paragraph 4.3 of this Regulation;

8.6. a legal or natural person that is selected by the Rural Support Service in accordance with the laws and regulations in the area of public procurement to implement the publicity measures referred to in Sub-paragraph 4.3 of this Regulation which are of informative nature.

9. The applicant for aid:

9.1. referred to in Sub-paragraphs 8.1, 8.2, and 8.3 of this Regulation shall, by 10 September of the current year, submit the following to the Rural Support Service within five working days after publishing of the notification referred to in Paragraph 16 of this Regulation:

9.1.1. an application for approval of the applicant for aid (Annex 2) in accordance with Article 6(1) and (2) of Regulation No 2017/40 if the approval has not already been granted;

9.1.2. an application for participation in the aid programme in the current school year (Annex 3) by indicating the educational institutions to which it is intended to supply products, as well as the type and producer of products. A written confirmation of the educational institution that the applicant participates in the aid programme shall be attached to the application in accordance with Part B of Annex 3;

9.2. referred to in Sub-paragraphs 8.4, 8.5, and 8.6 of this Regulation shall, prior to implementation of the measures or evaluation referred to in Sub-paragraph 4.2 or 4.3 of this Regulation, submit an application for approval of the applicant for aid (Annex 4) to the Rural Support Service in accordance with Article 6(1), (3) and (4) of Regulation No 2017/40.

10. The Rural Support Service shall:

10.1. each year by 15 July post a list on its website ([www.lad.gov.lv](http://www.lad.gov.lv)) comprising the producers who have informed of their interest to offer fruit, vegetables, assorted products or the milk in the aid programme;

10.2. each year by 29 September publish a list on its website comprising the educational institutions that implement pre-school and grades 1–9 educational programmes in the current school year by indicating the number of educatees by levels of education. The information referred to in this Sub-paragraph shall be submitted by the Ministry of Education and Science to the Rural Support Service by 15 September of the current year;

10.3. each year by 15 July publish a list on its website comprising the approved applicants for aid in the current school year. The abovementioned list shall be updated by 29 September of the current year;

10.4. each year by 29 September or within a month after publishing of the notification referred to in Paragraph 16 of this Regulation, take a decision to approve an applicant for aid, if he or she has submitted the application in accordance with Sub-paragraph 9.1.1 of this Regulation;

10.5. each year by 15 July publish information on its website about the financing intended for one educatee in the next school year calculated in accordance with Paragraph 14 of this Regulation;

10.6. by the twentieth date of each month publish on its website the national average procurement price of raw milk in the previous month in accordance with Paragraph 20 of this Regulation.

### **III. Granting of the Right to Supply**

11. The Rural Support Service shall, each year by 29 September, take a decision to grant the right to supply to the applicant for aid who has submitted an application for participation in the aid programme. The right to supply shall be granted to the applicant for aid by determining a specific amount of financing (EUR) for the following product groups to be supplied to each educational institution:

11.1. fruit, vegetables and assorted products;

11.2. milk.

12. The right to supply to the relevant educational institution shall only be granted to one applicant for aid for each product group.

13. The Rural Support Service shall calculate the amount (EUR) in which each product group is supplied to the educational institution according to the granted right to supply by multiplying the financing provided for one educatee by the number of educatees in the relevant educational institution in the current school year.

14. The financing provided for one educatee for the following school year shall be calculated as 110 per cent of the amount obtained by dividing the financing available for each product group by the total number of pre-school and grades 1–9 educatees registered in the State in the previous school year.

15. If the total amount (EUR) for any product group granted according to the right to supply exceeds the financing available thereto, the Rural Support Service shall proportionally reduce the supply amount (EUR) for the relevant product group to be granted to each applicant for aid.

16. The Rural Support Service shall publish a notification regarding the available financing in the official gazette *Latvijas Vēstnesis* and on its website:

16.1. by 10 October if surplus of the financing has occurred in any product group but not less than EUR 250;

16.2. by 20 January if the applicant for aid has waived the right to supply in accordance with Paragraph 17 of this Regulation, and the available financing is not less than EUR 250.

17. If the applicant for aid referred to in Sub-paragraphs 8.1, 8.2, and 8.3 of this Regulation will not exercise the granted right to supply completely or partly, he or she shall notify the Rural Support Service in writing of the waiver of the right to supply completely or partly by 10 January of the current year.

18. If the applicant for aid uses less than 85 per cent of the amount (EUR) of the granted right to supply by the end of the distribution period, the Rural Support Service shall withdraw the approval granted to the applicant for aid. The applicant for aid may re-submit an application for approval of the applicant for aid not earlier than after 12 months from the moment of the withdrawal of the approval.

#### **IV. Calculation of the State and European Union Aid**

19. The rate of aid for one litre of milk in each calendar month of the distribution period shall consist of the fixed part of the rate of aid laid down in Paragraph 2 of Annex 5 to this Regulation, and the variable part of the rate of aid which is equal to the national average procurement price of raw milk in the month for which the application for aid is submitted.

20. The national average procurement price of raw milk shall be determined in accordance with the laws and regulations regarding the procedures for collecting and gathering information on agricultural prices and trade volume. The Agricultural Data Centre shall, by the fifteenth day of each month, inform the Rural Support Service of the national average procurement price of raw milk in the previous month.

21. The quantity of milk shall be recalculated from kilograms to litres by using the factor 0.97.

22. The rate of aid for one portion of fruit, vegetables and assorted products shall be laid down in Paragraph 1 of Annex 5 to this Regulation.

23. The aid to be granted to the applicant for aid referred to in Sub-paragraphs 8.2 and 8.3 of this Regulation shall be calculated according to the rates specified in Paragraphs 19 and 22 of this Regulation by not exceeding 125 per cent of the product value that is indicated in the documents referred to in Sub-paragraphs 34.2 and 34.4 of this Regulation excluding value added tax.

24. The Minister for Agriculture shall establish a commission, including therein representatives from the Ministry of Agriculture, the Rural Support Service, the Ministry of Health, the Ministry of Education and Science, the National Centre for Education, and the Centre for Disease Prevention and Control therein (hereinafter – the commission) in order to carry out the following according to the financing available in the current school year:

24.1. determine the distribution of financing available in the current school year for the measures and activities referred to in Sub-paragraphs 4.1, 4.2, and 4.3 of this Regulation;

24.2. approve a plan for and an estimate of accompanying educational and publicity measures of the aid programme, and a report on the implementation of measures;

24.3. approve a plan for and an estimate of preparation of evaluation of the aid programme, and a report on evaluation.

## **V. Granting and Monitoring of the State and European Union Aid**

25. The Rural Support Service shall, by the beginning of the distribution period, inform the Food and Veterinary Service in writing of the educational institutions involved in the aid programme and the applicants for aid referred to in Sub-paragraphs 8.1, 8.2, and 8.3 of this Regulation. The Food and Veterinary Service shall verify compliance of the educational institutions involved in the aid programme, the applicants for aid, and the products with the laws and regulations governing the circulation of food.

26. The applicant for aid referred to in Sub-paragraphs 8.1, 8.2, and 8.3 of this Regulation shall ensure that the fruit, vegetables and assorted products to be distributed are clean, ready for use, undamaged, free from pests or damage caused by pests, free from abnormal external moisture, with odour, taste and appearance characteristic of the product, as well as comply with the following requirements:

26.1. are cut (except for cranberries) and served in portions;

26.2. a portion of assorted products consists of at least three different types of fruit or vegetables, and a portion of assorted biological products consists of three different biological products;

26.3. one portion for one educatee weighs not less than 100 grams;

26.4. fresh apples or pears may be distributed uncut;

26.5. cranberries (*Vaccinium macrocarpon*) are only offered in assorted portions, and weight thereof does not exceed 20 grams in one assorted portion;

26.6. when supplying fruit, vegetables or assorted products pre-packaged in portions, the packaging or the label affixed to the product shall contain the information on the product in accordance with Regulation (EU) No 1169/2011 of the European Parliament and of the Council of 25 October 2011 on the provision of food information to consumers, amending Regulations (EC) No 1924/2006 and (EC) No 1925/2006 of the European Parliament and of the Council, and repealing Commission Directive 87/250/EEC, Council Directive 90/496/EEC, Commission Directive 1999/10/EC, Directive 2000/13/EC of the European Parliament and of the Council, Commission Directives 2002/67/EC and 2008/5/EC and

Commission Regulation (EC) No 608/2004 (hereinafter – Regulation No 1169/2011), and the laws and regulations regarding the requirements for labelling of pre-packaged food, as well as the country of origin of the product;

26.7. when supplying fruit, vegetables or assorted products non-prepackaged in portions, the packaging or accompanying documents thereof shall indicate the country of origin of the product and information on the product in accordance with the laws and regulations regarding the requirements for provision of information on non-prepackaged food.

27. The applicant for aid referred to in Sub-paragraphs 8.1, 8.2, and 8.3 of this Regulation shall ensure that the milk to be distributed is ready for use and complies with the following requirements:

27.1. one portion for one educatee does not exceed 250 millilitres and is not smaller than 100 millilitres;

27.2. if milk packaging not exceeding 250 millilitres in volume is divided into several portions, the fixed part of the rate of aid indicated in Annex 5 to this Regulation for milk in packaging exceeding 250 millilitres shall apply thereto;

27.3. the packaging or the label affixed to the product contains information on the product in accordance with Regulation No 1169/2011 and the laws and regulations regarding requirements for labelling of pre-packaged food.

28. A portion of pre-packaged fruit, vegetables or assorted products thereof and pre-packaged milk shall be a product that complies with the definition indicated in Article 2(2)(e) of Regulation No 1169/2011.

29. An educational institution shall ensure that educatees receive products three times per week of studies during the distribution period.

30. The applicant for aid referred to in Sub-paragraphs 8.1, 8.2, and 8.3 of this Regulation shall, prior to the beginning of the distribution period, issue to an educational institution that participates in the aid programme, a poster received from the Rural Support Service and produced in accordance with Article 12 of Regulation No 2017/40. An educational institution shall receive at least two posters during the distribution period.

31. During the distribution period an educational institution shall place the posters referred to in Paragraph 30 of this Regulation in accordance with the requirements of Article 12 of Regulation No 2017/40.

32. During the distribution period an educational institution shall, in cooperation with the person referred to in Paragraph 43 of this Regulation, organise accompanying educational measures for educatees by ensuring that classes are held for educatees during the school year on the issues referred to in Article 4(1)(b)(ii) of Regulation 2017/40, as well as at least one measure is implemented in accordance with Article 4(1)(b)(i) of Regulation 2017/40.

33. During the distribution period an educational institution shall record the distributed products and once a month prepare a report in two copies on the use of products by indicating information on the quantities of products supplied and distributed to educatees, as well as the accompanying educational measures organised (Annex 6). One copy of the report shall be kept by an educational institution but the other shall be submitted to the applicant for aid referred to in Sub-paragraph 8.1, 8.2 or 8.3 of this Regulation. If the applicant for aid is an educational institution, the report shall be prepared as a single copy. The requirement for submission of a specific number of copies of documents shall not be applicable if the

documents are submitted in accordance with the laws and regulations regarding the circulation of electronic documents.

34. In order to receive aid the applicant for aid referred to in Sub-paragraph 8.1, 8.2 or 8.3 of this Regulation shall submit the following to the Rural Support Service:

34.1. an application for the receipt of aid (Annex 7) for the calendar month when products are distributed;

34.2. derivatives of documents of the supply of products regarding the products supplied to an educational institution which have been issued by the producer to the applicant, or a summary of derivatives of such documents. The documents of the supply of products shall be prepared in accordance with the laws and regulations regarding the drawing up and formulation of documents, and contain at least the following information:

34.2.1. the date and number of the supply document;

34.2.2. the number and quantity of the supplied portions of fruit and vegetables in kilograms;

34.2.3. the quantity of the supplied milk in litres;

34.2.4. the producer of the supplied product;

34.2.5. the name and address of the educational institution;

34.3. documents confirming that the producer has been paid for the products in accordance with Article 5(1)(b) of Regulation No 2017/40;

34.4. documents in which the price of the product per unit is indicated if the applicant for aid is not a producer and the price is not indicated in the documents referred to in Sub-paragraphs 34.2 and 34.5 of this Regulation;

34.5. the provision referred to in Sub-paragraphs 34.2 and 34.3 shall not apply to the supply of lactose-free milk. When supplying lactose-free milk, the applicant for aid shall submit derivatives of the documents confirming the acquisition of lactose-free milk and payment made to the supplier which shall be prepared in accordance with laws and regulations regarding the drawing up and formulation of documents. The documents shall include at least the date and number of the document, the quantity of milk, and the details of the supplier and the applicant for aid.

*[10 October 2017]*

35. In order to receive aid the applicant for aid referred to in Sub-paragraph 8.6 of this Regulation shall submit the following to the Rural Support Service:

35.1. an application for aid (Annex 8);

35.2. documents confirming transactions, a detailed estimate and a report on the implemented measures.

36. The Rural Support Service shall, within three months after receipt of a correctly completed and valid application for aid, take a decision to disburse the aid and disburse it in accordance with Article 5 of Regulation No 2017/39.

37. The Rural Support Service shall control the accounting documents related to the implementation of aid and carry out on-the-spot checks of the applicants for aid and educational institutions in accordance with Articles 9 and 10 of Regulation No 2017/39. The Rural Support Service shall prepare a control report on the checks performed.

38. The applicant for aid referred to in Sub-paragraphs 8.1, 8.2, and 8.3 of this Regulation shall keep the documents referred to in Paragraph 33, as well as Sub-paragraphs 34.2, 34.3, and 34.4 of this Regulation or their derivatives for a time period of five years after receipt of the aid and present them to the Rural Support Service upon request.



39. An educational institution shall keep the documents referred to in Paragraph 33 of this Regulation or their derivatives for a time period of five years after the end of the distribution period and present them to the Rural Support Service upon request.

40. The applicant for aid referred to in Sub-paragraph 8.6 of this Regulation shall keep the documents referred to in Paragraph 35 of this Regulation or their derivatives for a time period of five years after receipt of the aid and present them to the Rural Support Service upon request.

41. Upon submitting a written request to the Rural Support Service, the applicant for aid referred to in Sub-paragraphs 8.1, 8.2 and 8.3 of this Regulation is entitled to request a pre-financing of the aid:

41.1. within the first month of the distribution period in amount of up to 30 per cent of the amount of the right to supply granted to the applicant for aid regarding the relevant product group;

41.2. for the distribution of the milk – in December, but for the distribution of fruit, vegetables or assorted products – by 15 January of the current year in amount of up to 20 per cent of the amount of the right to supply granted to the applicant for aid regarding the relevant product group, if the applicant for aid has submitted the application for the receipt of aid regarding the first month of the distribution of the relevant product group until the moment when the request for the pre-financing payment is made.

*[10 October 2017]*

41.<sup>1</sup> The applicant for aid referred to in Sub-paragraph 8.3 of this Regulation may receive the pre-financing of the aid, if until the moment when the request for pre-financing is made the total amount of his or her tax debts does not exceed EUR 150 or the State Revenue Service has taken a decision to extend or postpone the term for the payment of taxes in accordance with Section 24 of the law On Taxes and Duties.

*[10 October 2017]*

41.<sup>2</sup> The Rural Support Service shall:

41.<sup>2</sup>1. calculate and disburse the pre-financing to the applicant for aid within 15 working days after receipt of the request referred to in Sub-paragraph 41.1 and 41.2 of this Regulation;

41.<sup>2</sup>2. calculate and disburse the remaining aid according to the right to supply granted to the applicant on the basis of the documents referred to in Paragraph 34 of this Regulation which have been submitted for each month of distribution when the paid pre-financing does not cover the calculated amount of aid;

41.<sup>2</sup>3. recover the overpaid amount of aid in accordance with the laws and regulations regarding the administration of financing of the European Agricultural Guarantee Fund, the European Agricultural and Rural Development Fund, as well as the State and European Union aid for agriculture and rural development if during the distribution period the amount of the aid paid to the applicant for aid, including the pre-financing, exceeds the amount of the right to supply used by the applicant for aid.

*[10 October 2017]*

42. The Latvian University of Agriculture (hereinafter – the University) shall, by attracting other specialists, including nutrition specialists and teachers of educational institutions, develop means for implementation of accompanying educational measures according to different age groups of educatees, and implement publicity measures of educational character in compliance with the plan for and the estimate of accompanying educational measures and publicity measures of educational nature within the aid programme approved by the

commission in accordance with Article 23(10) and (11) of Regulation No 1308/2013, Articles 3 and 4(1)(b) and (c)(ii) and (iii) of Regulation No 2017/40.  
*[10 October 2017]*

43. The University shall, by 1 October, submit to the Rural Support Service the plan for and the estimate of accompanying educational measures and publicity measures of educational nature of the aid programme and, within a month after implementation of these measures, – a report on the implementation of the measures and an application for aid (Annex 8) by appending the estimate and documents confirming transactions thereto. The Rural Support Service shall examine these documents and submit them to the commission for approval within a month after receipt thereof.

44. The commission shall, within three days after receipt of the documents referred to in Paragraph 43 of this Regulation, take a decision to approve or reject them and inform the Rural Support Service of that decision.

45. After taking of the decision to approve the report, the application for aid and accompanying documents thereof referred to in Paragraph 43 of this Regulation according to the estimate agreed upon with the commission, the Rural Support Service shall cover the costs related to the accompanying educational measures and publicity measures of educational nature within the period of time referred to in Article 5(3) of Regulation No 2017/39 and also in accordance with Article 5(1) and (2) of Regulation No 1370/2013.

46. The University shall keep the documents referred to in Paragraph 43 of this Regulation or their derivatives for a time period of five years after receipt of the aid and present them to the Rural Support Service upon request.

47. According to the plan for and the estimate of preparation of evaluation of the aid programme approved by the commission the aid programme shall be evaluated by the Institute of Food Safety, Animal Health and Environment “BIOR” (hereinafter – the Institute).

48. The Institute shall evaluate the aid programme in accordance with Article 9(2) of Regulation No 2017/40 and Article 8(2) of Regulation No 2017/39 by using the sample form provided in Annex 9 to this Regulation and ensuring that only reliable and objective data are used in the evaluation on the basis of scientific methodology.

49. The Institute shall indicate the following in the evaluation of the aid programme:

49.1. types of the educational institutions that participate in the aid programme and the reasons indicated by educational institutions for participation in the aid programme;

49.2. what accompanying educational and publicity measures have been implemented;

49.3. what the impact of the aid programme is on:

49.3.1. awareness of educatees of agriculture and food production, including seasonal and regional products, environmentally friendly methods of agricultural production and fight against food waste;

49.3.2. eating habits of educatees;

49.3.3. consumption of fruit, vegetables and milk among educatees and their family members;

49.3.4. awareness of educatees and their family members of healthy nutrition, including importance of fruit, vegetables and milk in daily nutrition, as well as healthy nutrition as a component of healthy lifestyle;

49.4. assessment of accompanying educational and publicity measures carried out by the management and teachers of educational institutions, as well as educatees and their family members;

49.5. opinion of family members on the possible partial coverage of product costs;

49.6. suggestions of the management and teachers of educational institutions, as well as educatees and their family members for improvement of the aid programme;

49.7. result-based indicators of implementation of the aid programme by administrative territories.

50. The Institute shall, by 1 October 2021, submit to the Rural Support Service a plan for and an estimate of evaluation of the aid programme but by 1 January 2023 – the evaluation of the aid programme and the application for aid regarding the evaluation of the programme (Annex 8) by appending the estimate of the evaluation and documents confirming transactions thereto. The Rural Support Service shall examine these documents and submit them to the commission for approval within a month after receipt thereof.

51. The commission shall, within three days after receipt of the documents referred to in Paragraph 50 of this Regulation, take a decision to approve or reject them and inform the Rural Support Service of that decision.

52. After taking of the decision to approve the application for aid and accompanying documents thereof referred to in Paragraph 50 of this Regulation according to the estimate agreed upon with the commission the Rural Support Service shall cover the costs related to the evaluation of the programme within the period of time referred to in Article 5(3) of Regulation No 2017/39 and also in accordance with Article 5(2) of Regulation No 1370/2013.

53. The Institute shall keep the documents referred to in Paragraph 50 of this Regulation or their derivatives for a time period of five years after receipt of the aid and present them to the Rural Support Service upon request.

54. The right to the intellectual property created in the accompanying educational measures and publicity measures shall belong to the Ministry of Agriculture.

55. The Rural Support Service shall provide the European Commission with the information referred to in Article 8(1) and (2) and Article 10(7) of Regulation No 2017/39.

56. The Ministry of Agriculture shall develop and submit to the European Commission the strategy referred to in Article 2(3) of Regulation No 2017/40 and the application for European Union aid referred to in Article 3 of Regulation No 2017/39.

57. The Rural Support Service shall carry out the monitoring referred to in Article 8(1) of Regulation No 2017/39 and Article 9 of Regulation No 2017/40 and submit to the European Commission the evaluation report referred to in Article 8(2) of Regulation No 2017/39.

## **VI. Closing Provisions**

58. The following Regulations are repealed:

58.1. Cabinet Regulation No. 519 of 8 September 2015, Procedures for the Granting, Administration and Monitoring of State and European Union Aid for the Supply of Fruit and Vegetables to Educatees in General Educational Institutions (*Latvijas Vēstnesis*, 2015, Nos. 182, 220; 2016, No. 204);

58.2. Cabinet Regulation No. 521 of 8 September 2015, Procedures for the Granting, Administration and Monitoring of State and European Union Aid for the Supply of Milk Products to Educatees in General Educational Institutions (*Latvijas Vēstnesis*, 2015, No. 184; 2016, No. 239).

59. Applications for the receipt of aid regarding the supply of milk to educational institutions during the school year 2016/2017 shall be administered in accordance with the laws and regulations existing during the distribution of the products.

60. For the purpose of application of Paragraphs 30 and 31 of this Regulation during the school year 2017/2018 the Rural Support Service may use posters produced in accordance with the laws and regulations referred to in Sub-paragraphs 58.1 and 58.2 of this Regulation.

61. Paragraph 6 of this Regulation shall be applied starting from 1 January 2018.

62. Paragraph 18 of this Regulation shall not be applied during the school year 2017/2018.

63. The Rural Support Service shall publish the following on its website by 25 August 2017:

63.1. the list of the producers who supplied fruit and vegetables, as well as milk to educational institutions during the school year 2016/2017;

63.2. the list of the educational institutions submitted by the Ministry of Education and Science which implemented pre-school and grades 1–9 educational programmes during the school year 2016/2017 by indicating the number of educatees by levels of education;

63.3. the list of the approved applicants for aid in the school year 2016/2017;

63.4. the financing provided for one educatee for the school year 2017/2018.

Prime Minister

Māris Kučinskis

Minister for Agriculture

Jānis Dūklavs

**Declaration by the Producer of the Interest to Offer Fruit and Vegetables  
or the Milk to Educational Institutions in the School Year 20\_\_/20\_\_**

To the Rural Support Service  
Republikas laukums 2  
Rīga, LV-1981

To be completed by an official of the Rural Support Service	
Application No.	
Date of receipt	

<b>Information regarding the producer of products</b>			
Name	<input style="width: 100%;" type="text"/>		
Single registration No.	<input style="width: 150px;" type="text"/>	RSS customer No.	<input style="width: 150px;" type="text"/>
Address	<input style="width: 100%;" type="text"/>		
Given name, surname of the contact person	<input style="width: 150px;" type="text"/>	Telephone number of the contact person	<input style="width: 150px;" type="text"/>
E-mail address of the contact person	<input style="width: 150px;" type="text"/>		
I agree that my contact information (address, telephone number, e-mail address) is published in relation to the aid programme on the website of the Rural Support Service and on the website of the aid programme			

<b>I inform that I may offer the following products in the aid programme that comply with the conditions of the aid programme</b>			
Product (mark as appropriate with an "X")	Additional options (Not mandatory. If indicated, mark as appropriate with an "X")		
Apples		pre-packaged	
		non-prepackaged	
		organic	
Pears		pre-packaged	
		non-prepackaged	
		organic	

Cranberries ( <i>Vaccinium macrocarpon</i> )*		non-prepackaged	
		organic	
Carrots		pre-packaged	
		non-prepackaged	
		organic	
Cabbages		pre-packaged	
		non-prepackaged	
		organic	
Swedes		pre-packaged	
		non-prepackaged	
		organic	
Kohlrabi		pre-packaged	
		non-prepackaged	
		organic	
Pumpkins		pre-packaged	
		non-prepackaged	
		organic	
Assorted products (prepared from the products above)		pre-packaged	
		non-prepackaged	
		organic	
Pasteurised drinking milk		in packaging not exceeding 250 ml	
		in packaging exceeding 250 ml	
		organic	

Date\*\*

Position

Given name, surname

Signature\*\*

Notes.

1.\* Only assorted products.

2.\*\* The details of the document “date” and “signature” shall not be completed if the electronic document has been drawn up in accordance with the laws and regulations regarding drawing up of electronic documents.

3. If the application is signed by an authorised person, the original of the authorisation shall be appended to the application.

Minister for Agriculture

Jānis Dūklavs

## Application for Approval of the Applicant for Aid

To the Rural Support Service  
Republikas laukums 2  
Riga, LV-1981

To be completed by an official of the Rural Support Service	
Application No.	
Date of receipt	

Information on the applicant for aid			
Name of the applicant for aid	<input type="text"/>		
Single registration No.	<input type="text"/>	RSS customer No.	<input type="text"/>
Address	<input type="text"/>		
Given name, surname of the contact person	<input type="text"/>	Telephone number of the contact person	<input type="text"/>
E-mail address of the contact person	<input type="text"/>		

Conditions for the Approval of the Applicant for Aid
<p>In accordance with the laws and regulations regarding the State and European Union aid for the supply of fruit, vegetables and milk to educational institutions, I undertake to:</p> <ol style="list-style-type: none"><li>1) ensure the supply and distribution of the aid products (fruit, vegetables or their assorted products, or drinking milk) to educatees free of charge in general educational institutions which have agreed to implement the aid programme;</li><li>2) use the aid products (fruit, vegetables or their assorted products, or drinking milk) for consumption only for educatees of pre-school and grades 1–9;</li><li>3) not to use the aid products (fruit, vegetables or their assorted products, or drinking milk) for preparation of regular school meals;</li><li>4) ensure that the aid products (fruit, vegetables or their assorted products, or drinking milk) may always be clearly identified as belonging to the aid programme;</li><li>5) perform registration of the producers of the aid products (fruit, vegetables or their assorted products, or drinking milk) by indicating their names and addresses, as well as accounting of the quantity of the products supplied to the educational institution by indicating the name and</li></ol>

address of the educational institution;  
6) confirm all supplies with documents confirming payments and transactions;  
7) repay any aid sums unduly paid;  
8) keep the documents related to the supplies of the aid products (fruit, vegetables or their assorted products, or drinking milk) or their derivatives for a time period of five years after receipt of the aid and present them to the Rural Support Service upon request;  
9) allow inspectors of the Rural Support Service and the European Union to carry out on-the-spot checks, and present confirming documents upon request, as well as give permission for the scrutiny of records and physical inspection of the goods;  
10) **prior to requesting the aid settle accounts** for the supplied aid products with their producer.

Date\*

Given name, surname

Position

Signature\*

Notes.

1.\* The details of the document “date” and “signature” shall not be completed if the electronic document has been drawn up in accordance with the laws and regulations regarding drawing up of electronic documents.

2.\*\* If the application is signed by an authorised person, the original of the authorisation shall be appended to the application.

Minister for Agriculture

Jānis Dūklavs



## Application of the Applicant for Aid for the Participation in the School Supply Programme in the School Year 20\_\_/20\_\_

To the Rural Support Service  
Republikas laukums 2  
Riga, LV-1981

To be completed by an official of the Rural Support Service	
Application No.	
Date of receipt	

### Part A. Information on the applicant for aid, aid products and their producer (to be completed by the applicant for aid)

Information on the applicant for aid			
Name of the applicant for aid	<input style="width: 100%;" type="text"/>		
Single registration No.	<input style="width: 150px;" type="text"/>	RSS customer No.	<input style="width: 150px;" type="text"/>
Address	<input style="width: 100%;" type="text"/>		
Given name, surname of the contact person	<input style="width: 150px;" type="text"/>	Telephone number of the contact person	<input style="width: 150px;" type="text"/>
E-mail address of the contact person	<input style="width: 100%;" type="text"/>		

Information on the aid products and their producer		
(if it is planned to purchase one product from several producers, indicate each producer in a separate row)		
Products to be supplied to an educational institution	(mark as appropriate with an "X")	Producer of the aid product (name)
Apples	<input type="checkbox"/>	
Pears	<input type="checkbox"/>	
Cranberries ( <i>Vaccinium macrocarpon</i> ) (only assorted)	<input type="checkbox"/>	

Carrots		
Cabbages		
Swedes		
Kohlrabi		
Pumpkins		
Assorted products (prepared from the products above)		Products purchased from the producers above
Pasteurised milk		

Date\*

Given name, surname

Position

Signature\*

Notes.

- \* The details of the document “date” and “signature” shall not be completed if the electronic document has been drawn up in accordance with the laws and regulations regarding drawing up of electronic documents.
- \*\* If the application is signed by an authorised person, the original of the authorisation shall be appended to the application.

**Part B. Information on the educational institutions to which the applicant for aid plans to supply products**

(to completed by the educational institution)

**B.1. Data of the educational institution**

Name of the educational institution		Registration No.	
Address		Telephone No.	
		E-mail address	
Given name, surname of the contact person		Telephone No.	
		E-mail address	

Information regarding the number of educatees		
The total number of educatees at the beginning of the school year, of which:		continuously absent
in pre-school		
in grade 1		
in grades 2 to 9		
Additional holidays for educatees of grade 1 in the second semester of the school year		

## B.2. Written consent of the educational institution to the participation in the aid programme and selection of the relevant applicant for aid

On behalf of the _____ educational institution
(name)
1) I agree that the applicant for aid _____ , (indicate the name of the applicant for aid) who has submitted this application for participation in the school supply programme in the educational institution for the school year 20___/20___ ensures supply of the following aid products:
<input type="checkbox"/> fruit and/or vegetables <input type="checkbox"/> milk
2) I confirm that the educational institution has not agreed on the supply of the abovementioned products with another applicant for aid;
3) in accordance with the laws and regulations regarding the State and European Union aid for the supply of fruit, vegetables and milk to educational institutions, I undertake to:
a) use of the products applied for aid for consumption only for educatees of pre-school and grades 1–9 of general educational institutions;
b) ensure that educatees receive portions of the products referred to in Paragraph 1 three times per week of studies during the aid period;
c) ensure that products are distributed to educatees free of charge;
d) not to use the applied products for preparation of regular school meals;
e) ensure that the aid products may always be clearly identified as belonging to the school supply programme;
f) record the quantities of the products (fruit, vegetables or their assorted products, milk) supplied to the educational institution and distributed to educatees according to the number of the children registered with the educational institution as at the beginning of the school year;
g) place the informative poster issued by the applicant for aid in a visible place at the main entrance of the educational institution;
h) for the duration of the aid programme ensure training, practical instruction or other sessions on the issues related to agriculture, healthy eating habits, local food chains, organic farming, sustainable production, fight against food waste, as well as ensure at least one educational measure in a form of tasting, establishment and maintenance of a school garden, visit to farms or other similar activity aimed at renewing the link between children and agriculture;
i) allow the Rural Support Service and inspectors of the European Union to carry out on-the-spot checks related to the aid programme;
j) keep the documents related to the supplies of the aid products or their derivatives for a time period of five years after the end of the aid period and present them to the Rural Support Service upon request.
Date* _____
Given name, surname of the head or authorised person thereof** _____
Signature* _____

Notes.

1.\* The details of the document “date” and “signature” shall not be completed if the electronic document has been drawn up in accordance with the laws and regulations regarding drawing up of electronic documents.

2.\*\* If the application is signed by an authorised person, the original of the authorisation shall be appended to the application.

Minister for Agriculture

Jānis Dūklavs

## **Application for Approval of the Applicant for Aid for the Implementation of Educational and Publicity Measures and the Evaluation of the Aid Programme**

To the Rural Support Service  
Republikas laukums 2  
Riga, LV-1981

To be completed by an official of the Rural Support Service	
Application No.	<input style="width: 80%;" type="text"/>
Date of receipt	<input style="width: 80%;" type="text"/>

<b>Information regarding the applicant for aid</b>			
Name of the applicant for aid	<input style="width: 65%;" type="text"/>		
Single registration No.	<input style="width: 20%;" type="text"/>	RSS customer No.	<input style="width: 20%;" type="text"/>
Address	<input style="width: 90%;" type="text"/>		
Given name, surname of the contact person	<input style="width: 20%;" type="text"/>	Telephone No. of the contact person	<input style="width: 20%;" type="text"/>
E-mail address of the contact person	<input style="width: 60%;" type="text"/>		

<b>Conditions for the approval of the applicant for aid</b>
<p>In accordance with the laws and regulations regarding the European Union aid for the supply of fruit, vegetables and milk to educational institutions, I undertake to:</p> <p>1) only use the aid in order to develop means for the implementation of accompanying educational measures and publicity measures and to implement publicity measures of educational character within the framework of the aid programme in compliance with the aims of the programme (not applicable to the applicants for aid who only implement the activities referred to in Paragraphs 2 and 3);</p> <p>2) only use the aid in order to implement evaluation measures and activities within the framework of the aid programme in compliance with the aims of the programme (not applicable to the applicants for aid who only implement the activities referred to in Paragraphs 1 and 3);</p> <p>3) only use the aid in order to implement publicity measures of informative nature within the framework of the aid programme in compliance with the aims of the programme (not</p>

applicable to the applicants for aid who only implement the activities referred to in Paragraphs 1 and 2);

4) allow inspectors of the Rural Support Service and the European Union to carry out on-the-spot checks related to the implemented educational, publicity or evaluation measures, and present confirming documents upon request, as well as give permission for the scrutiny of records and physical inspection of the goods;

5) repay any aid sums unduly paid;

6) keep the documents related to the implemented measures and activities or their derivatives or a time period of five years after receipt of the aid and present them to the Rural Support Service upon request.

Date\* \_\_\_\_\_

Given name, surname \_\_\_\_\_

Position \_\_\_\_\_

Signature\* \_\_\_\_\_

Notes.

1. \* The details of the document “date” and “signature” shall not be completed if the electronic document has been drawn up in accordance with the laws and regulations regarding drawing up of electronic documents.

2. If the application is signed by an authorised person, the original of the authorisation shall be appended to the application.

Minister for Agriculture

Jānis Dūklavs

**Rates of Aid Applicable to the Distribution of Fruit and Vegetables, as well as the Fixed Parts of the Rates of Aid Applicable to the Distribution of Milk**

1. The following rate of aid shall be applied to the distribution of fruit and vegetables for one portion:

- 1.1. to non-prepackaged fruit – 0.13 EUR;
- 1.2. to pre-packaged fruit – 0.18 EUR;
- 1.3. to non-prepackaged organic fruit – 0.15 EUR;
- 1.4. to pre-packaged organic fruit – 0.20 EUR;
- 1.5. to non-prepackaged vegetables – 0.08 EUR;
- 1.6. to pre-packaged vegetables – 0.14 EUR;
- 1.7. to non-prepackaged organic vegetables – 0.10 EUR;
- 1.8. to pre-packaged organic vegetables – 0.16 EUR;
- 1.9. to non-prepackaged assorted fruit and vegetables – 0.13 EUR;
- 1.10. to pre-packaged assorted fruit and vegetables – 0.19 EUR;
- 1.11. to non-prepackaged organic assorted fruit and vegetables – 0.15 EUR;
- 1.12. to pre-packaged organic assorted fruit and vegetables – 0.21 EUR.

2. The following fixed part of the rate of aid shall be applied to the distribution of milk for one litre:

- 2.1. to milk in packaging not exceeding 250 millilitres – 0.63 EUR;
- 2.2. to milk in packaging exceeding 250 millilitres – 0.38 EUR;
- 2.3. to organic milk in packaging not exceeding 250 millilitres – 0.65 EUR;
- 2.4. to organic milk in packaging exceeding 250 millilitres – 0.40 EUR.

Minister for Agriculture

Jānis Dūklavs

## Report on the Products Used and the Accompanying Educational Measures Organised

(year, month)

Name of the general educational institution		Address	
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### 1. Report on the products used

#### 1.1. Fruit and vegetables

Surplus of portions of aid products at the beginning of the month, pieces	Apples	Pears	Cabbages	Carrots	Kohlrabi	Pumpkins	Swedes	Assorted fruit/vegetables

Date	The total number of the portions of products supplied to the educational institution, pieces	Apples	Pears	Cabbages	Carrots	Kohlrabi	Pumpkins	Swedes	Assorted fruit/vegetables
1	2	3	4	5	6	7	8	9	10
<b>TOTAL</b>									



Surplus of portions of aid products at the end of the month, pieces	Apples	Pears	Cabbages	Carrots	Kohlrabi	Pumpkins	Swedes	Assorted fruit/vegetables

## 1.2. Pasteurised milk

Surplus of aid products at the beginning of the month	Type of the product	Unit of measurement	Quantity

Date	Type of packaging	Unit of measurement	The total quantity of the products supplied to the general educational institution (in the units of measurement indicated in column 3)	Number of portions used <sup>1</sup> , pieces	Quantity of products distributed (in the units of measurement indicated in column 3)
1	2	3	4	5	6
<b>TOTAL</b>					

Surplus of aid products at the end of the month	Type of the product	Unit of measurement	Quantity

## 2. Accompanying educational measures

No.	Name and short description of the educational measure	Target audience of the measure (number of educatees and their level of education <sup>2</sup> )

Date<sup>3</sup>

Given name, surname of the person  
preparing the document

Signature<sup>3</sup>

Notes.

1. One portion for one educatee does not exceed 250 millilitres and is not smaller than 100 millilitres per day.
2. The grade in which educatees learn or “pre-school” for educatees of pre-school should be indicated at the level of education.
3. The details of the document “date” and “signature” shall not be completed if the electronic document has been drawn up in accordance with the laws and regulations regarding drawing up of electronic documents.

Minister for Agriculture

Jānis Dūklavs

## Application for Receipt of Aid

To the Rural Support Service  
Republikas laukums 2  
Riga, LV-1981

To be completed by an official of the Rural Support Service	
Application No.	
Date of receipt	

Applicant:  
Producer/educational  
institution/local  
government  
food establishment

(name (firm name))

Single registration No.  RSS customer No.

Address  LV-

Contact person  Telephone number

E-mail address of the contact person

**Important.** The following are integral parts of this application:

- Part A on the granting of the aid;
- Part B listing all educational institution to be supplied, addresses thereof, and type and quantity of the products supplied thereto.

**Data on the recipients of the aid are published in accordance with Section VII, Chapter IV of Regulation (EU) No 1306/2013 of the European Parliament and of the Council of 17 December 2013 on the financing, management and monitoring of the common agricultural policy and repealing Council Regulations (EEC) No 352/78, (EC) No 165/94, (EC) No 2799/98, (EC) No 814/2000, (EC) No 1290/2005 and (EC) No 485/2008.**

**The information provided in Parts A and B of this application is used for the collection and publication of statistical information on the operating indicators of the aid programme.**

**Keep a copy of the completed submission!**

**Year, month of the supply of the aid products** \_\_\_\_\_

**Part A. Calculation of the aid<sup>1</sup>**

A.1. Fruit and vegetables

No.	Type of the product	Number of portions used, pieces	[10 October 2017]	[10 October 2017]
1.	Apples, pre-packaged			
2.	Apples, pre-packaged, organic			
3.	Apples, non-prepackaged			
4.	Apples, non-prepackaged, organic			
5.	Pears, pre-packaged			
6.	Pears, pre-packaged, organic			
7.	Pears, non-prepackaged			
8.	Pears, non-prepackaged, organic			
9.	Cabbages, pre-packaged			
10.	Cabbages, pre-packaged, organic			
11.	Cabbages, non-prepackaged			
12.	Cabbages, non-prepackaged, organic			
13.	Carrots, pre-packaged			
14.	Carrots, pre-packaged, organic			
15.	Carrots, non-prepackaged			
16.	Carrots, non-prepackaged, organic			
17.	Kohlrabi, pre-packaged			
18.	Kohlrabi, pre-packaged, organic			
19.	Kohlrabi, non-prepackaged			
20.	Kohlrabi, non-prepackaged, organic			
21.	Swedes, pre-packaged			
22.	Swedes, pre-packaged, organic			
23.	Swedes, non-prepackaged			
24.	Swedes, non-prepackaged, organic			
25.	Pumpkins, pre-packaged			
26.	Pumpkins, pre-packaged, organic			
27.	Pumpkins, non-prepackaged			

28.	Pumpkins, non-prepackaged, organic			
29.	Assorted fruit/vegetables, pre-packaged			
30.	Assorted fruit/vegetables, pre-packaged, organic			
31.	Assorted fruit/vegetables, non-prepackaged			
32.	Assorted fruit/vegetables, non-prepackaged, organic			
<b>TOTAL</b>				

## A.2. Milk

No.	Type of the product	Quantity of the used products, litres (the factor 0.97 should be used for recalculation from kilograms to litres)	[10 October 2017]	[10 October 2017]
1.	Milk in packaging exceeding 250 millilitres			
	organic			
	other			
2.	Milk in packaging not exceeding 250 millilitres			
	organic			
	other			
<b>TOTAL</b>				

### Notes.

1. Aid may be reduced for an applicant for aid who is not a producer of the supplied product by ensuring that the aid does not exceed 125 per cent of the product value excluding value added tax which is indicated in the documents confirming payment for the supplied product.

2. [10 October 2017]

Date \_\_\_\_\_

Position, given name and surname \_\_\_\_\_

Signature \_\_\_\_\_

**Part B. Information about the quantity of the products used for educatees**

Year, month of the supply of the aid products \_\_\_\_\_

Name of the educational institution	Address	Number of educatees at the beginning of the school year	Number of days in a month when products were distributed	Biological products (mark with an ‘X’)		Fruit, vegetables and their assorted products (number of portions)										Milk (quantity in litres)							
				Biological products (mark with an ‘X’)		apples	pears	cabbages	carrots	kohlrabi	pumpkins	swedes	assorted fruit/vegetables		surplus								
				pre-packaged	non-prepackaged	pre-packaged	non-prepackaged	pre-packaged	non-prepackaged	pre-packaged	non-prepackaged	pre-packaged	non-prepackaged	pre-packaged	non-prepackaged	at the beginning of the month		at the end of the month	in packaging not exceeding 250 ml	in packaging exceeding 250 ml	surplus at the beginning of the month	surplus at the end of the month	
<b>TOTAL</b>																							

Date\*

Given name, surname

Signature\*

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Note. The details of the document “signature” and “date” shall not be completed if the electronic document has been drawn up in accordance with the laws and regulations regarding the drawing up of electronic documents.

Minister for Agriculture

Jānis Dūklavs

## Application for Aid

To the Rural Support Service  
Republikas laukums 2  
Rīga, LV-1981

To be completed by an official of the Rural Support Service	
Application No.	
Date of receipt	

### Part A

Information on the Applicant for Aid			
Name of the applicant for aid	<input style="width: 100%;" type="text"/>		
Single registration No.	<input style="width: 150px;" type="text"/>	RSS customer No.	<input style="width: 150px;" type="text"/>
Address	<input style="width: 100%;" type="text"/>		
Given name, surname of the contact person	<input style="width: 150px;" type="text"/>	Telephone number of the contact person	<input style="width: 150px;" type="text"/>
E-mail address of the contact person	<input style="width: 150px;" type="text"/>		<input style="width: 150px;" type="text"/>
Please disburse the aid for the following indicated in Part B*:			
<input type="checkbox"/> accompanying educational measures and publicity measures of educational nature or developed means for such measures, or <input type="checkbox"/> publicity measures of informative nature, or <input type="checkbox"/> activities implemented in relation to the evaluation of the aid programme			



## Part B Implemented Measures and Activities

No.	Measure/activity	Costs, EUR (excluding VAT)	Aid, EUR (excluding VAT)
<b>TOTAL, EUR</b>			
Date**		Given name, surname	
Signature**		Position	

Data on the recipients of the aid are published in accordance with Section VII, Chapter IV of Regulation (EU) No 1306/2013 of the European Parliament and of the Council of 17 December 2013 on the financing, management and monitoring of the common agricultural policy and repealing Council Regulations (EEC) No 352/78, (EC) No 165/94, (EC) No 2799/98, (EC) No 814/2000, (EC) No 1290/2005 and (EC) No 485/2008.

**The information provided in this application is used for for the collection and publication of statistical information on the operating indicators of the aid programme.**

**Keep a copy of the completed submission!**

Notes.

1.\* Mark only one option. The applicant for aid who applies for the aid for implementation of accompanying educational measures, publicity measures of educational nature or development of means for such measures does not apply for the aid for implementation of publicity measures of informative nature or evaluation of the aid programme and vice versa.

2.\*\* The details of the document “date” and “signature” shall not be completed if the electronic document has been drawn up in accordance with the laws and regulations regarding drawing up of electronic documents.

Minister for Agriculture

Jānis Dūklavs

## **Evaluation of the Aid Programme**

### **Part A. Object of the survey – educational institution**

1. Information to be obtained prior to the implementation of the aid programme:
  - 1.1. the name and address of the educational institution;
  - 1.2. the number and age of educatees;
  - 1.3. the awareness of the management and teachers of the educational institution of the measures within the framework of the aid programmes, especially measures promoting consumption of fruit, vegetables and milk the purpose of which is to renew the link between educatees and agriculture (involvement, attitude).
  
2. Information to be obtained after the implementation of the aid programme:
  - 2.1. the person responsible (position) for the course of the aid programme in the educational institution;
  - 2.2. the frequency of supply of the products;
  - 2.3. the time of distribution of the products (morning, noon, afternoon);
  - 2.4. the place of consumption of the products (classroom, school canteen, other);
  - 2.5. the origin of the products;
  - 2.6. the quantity of the products consumed during the aid programme, species of fruit and vegetables, compliance of the products with the requirements for integrated cultivation, requirements for organic farming or requirements for national food quality scheme;
  - 2.7. the awareness of the management and teachers of the educational institution and their opinion on the possible accompanying educational measures in the aid programme and available means for implementation of such measures (involvement, attitude);
  - 2.8. the implemented measures the purpose of which is to renew the link between educatees and agriculture by *inter alia* promoting understanding of agriculture and food production, regional and seasonal products, environmentally friendly methods of agricultural production, fight against food waste;
  - 2.9. the implemented measures related to encouragement of healthy eating habits and measures related to an increase in consumption of fruit, vegetables and milk.

### **Part B. Object of the survey – family members of educatees**

3. Information to be obtained prior to the implementation of the aid programme:
  - 3.1. socio-economic data (level of family income – low, medium or high);
  - 3.2. meals of educatees (eat at the school canteen, at home or packed meals from home);
  - 3.3. consumption, frequency and type of fruit, vegetables and milk which an educatee consumes (fruit and vegetables – fresh, boiled or cooked, juice; milk – fresh, in porridges or other cooked meals, additive to meal, other);
  - 3.4. knowledge of family members regarding healthy nutrition and how often fruit, vegetables and milk should be used in nutrition;
  - 3.5. provision of family with fruit, vegetables (purchased, home-grown, other) and milk (purchased, produced in their own farm, other). If the family purchases products, it

should be indicated how often, where (at the supermarket, market, from a producer, other) and what determines the choice of the product (price, origin, producer).

4. Information to be obtained after implementation of the aid programme:

4.1. socio-economic data (level of family income – low, medium or high);

4.2. meals of educatees (eat at the school canteen, at home or packed meals from home);

4.3. consumption, frequency and type of fruit, vegetables and milk which an educatee consumes (fruit and vegetables – fresh, boiled or cooked, juice; milk – fresh, in porridges or other cooked meals, additive to meal, other);

4.4. knowledge of family members regarding healthy nutrition and how often fruit, vegetables and milk should be used in nutrition;

4.5. provision of family with fruit, vegetables (purchased, home-grown, other). If the family purchases products, it should be indicated how often, where (at the supermarket, market, from a producer, other) and what determines the choice of the product (price, origin, producer).

### **Part C. Object of the survey – educatee**

5. Information to be obtained prior to the implementation of the aid programme:

5.1. socio-economic data;

5.2. public health indicators;

5.3. products – vegetables, fruit (species, fresh, boiled or cooked, juice), milk and milk products which the educatee prefers;

5.4. frequency of consumption of fruit, vegetables and milk;

5.5. reasons for using fruit, vegetables and milk in nutrition (health considerations, social factors, family habits);

5.6. time and place of use of fruit, vegetables, milk;

5.7. opinion on healthy lifestyle and healthy nutrition as a component of healthy lifestyle.

6. Information to be obtained after implementation of the aid programme:

6.1. socio-economic data (level of family income – low, medium or high);

6.2. public health indicators;

6.3. products – vegetables, fruit (species, fresh, boiled or cooked, juice), milk and milk products which the educatee prefers;

6.4. frequency of consumption of fruit, vegetables and milk;

6.5. reasons for using fruit, vegetables and milk in nutrition (health considerations, social factors, family habits);

6.6. time and place of use of fruit, vegetables, milk;

6.7. opinion of the educatee on healthy lifestyle and healthy nutrition as a component of healthy lifestyle.

Minister for Agriculture

Jānis Dūklavs