

4.1.2 COMPLIANCE WITH FPA CRITERIA

Throughout the duration of the partnership, the partner has the obligation to maintain compliance with the eligibility and suitability criteria based on Article 7 of the Humanitarian Aid Regulation and which are explained in the [section 3](#) "How to become a partner".

In line with the spirit of partnership, the partner undertakes to inform ECHO immediately of any change in its legal, financial, technical or organisational situation that may put into question its compliance with criteria and/or may create conflicts of interests.

Examples of changes include:

- **Legal change:** e.g. change of mandate of organisation, change of name, legal representative, etc.;
- **Financial change** e.g. weakening of financial capacity;
- **Organisational situation** e.g. modification of the non-profit nature of the organisation.



The partner must also update its administrative information such as addresses, contacts, user's rights, bank account.

These changes will be encoded and saved by the partners into APPEL.

Updating administrative information is essential to ensure an efficient communication flow with ECHO.

In the event that, based on the information obtained from the partner or on reliable information obtained through any other means, ECHO considers that the partner no longer complies with the criteria, the Commission may take appropriate action. This includes the possibility to suspend the Framework Partnership Agreement or to terminate the Framework Partnership Agreement and any Specific Grant Agreements¹¹.

How to inform ECHO about those changes?

Legal changes (e.g. mandate, name, official address, merger, etc)	APPEL through a legal modification request
Change of person empowered to commit the organisation + change of LEAR	APPEL through a legal modification request
Financial changes	APPEL at the time of Periodic Assessment Or ECHO-FINANCE-LEGAL-AFFAIRS@ec.europa.eu
Organisational changes (e.g. internal procedure such as procurement, security, etc),	APPEL through a legal modification request
Administrative changes (e.g. field offices, regional offices, persons entitled to sign FPA, sector of intervention, etc)	APPEL through "Edit your organisation's data"
Bank account	APPEL through a legal modification request
Change user rights	APPEL through "manager user rights"

¹¹ See sections 4.1.8 to 4.1.10.