

(English version)

**Question for written answer E-002336/24
to the Commission**

Christian Ehler (PPE), Ondřej Krutílek (ECR), Lina Gálvez (S&D), Thomas Pellerin-Carlin (S&D), Ivars Ijabs (Renew)

(30 October 2024)

Subject: Horizon Europe: changing a LEAR

The appointment of a Legal Entity Appointed Representative (LEAR) is an essential step in the implementation of Horizon Europe projects. Unfortunately, the process of changing a LEAR is reported to be complicated, which undermines the efficiency of Horizon Europe. Against this backdrop:

1. How long does it take to change the name and contact details of a LEAR under Horizon Europe, compared to Horizon 2020?
2. Who needs to undertake which action in the process of changing a LEAR, both on the side the participant and within the Commission?
3. Is the Commission looking into measures to simplify and accelerate this process?

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**Answer given by Ms Zaharieva on behalf of the European Commission
(8 January 2025)**

The Legal Entity Appointed Representative (LEAR) is a person responsible to act for and on behalf of the participant ⁽¹⁾ in EU award procedures managed in the Funding & Tenders Portal ⁽²⁾ (the Portal). The LEAR is appointed once and is valid (unless changes occur) for all future participations, irrespective of the EU programme.

1. Changing the LEAR's name and contact details takes on average six days ⁽³⁾, provided that the participant submits the full set of documents as described in the Validation Rules ⁽⁴⁾. The procedure is the same for the previous Research and Innovation programme Horizon 2020 ⁽⁵⁾ and the current one Horizon Europe ⁽⁶⁾, as well as for all programmes managed via the Portal.
2. The procedure for changing a LEAR is set out in the Validation Rules and is equivalent to appointing a new LEAR. The procedure is initiated by the existing LEAR or if the existing LEAR is not available any longer, the participant must use the LEAR Recovery procedure ⁽⁷⁾ in the Portal. To change the LEAR, the participant must submit via the Portal a new LEAR appointment letter signed by the legal representative of the entity and by the LEAR, copies of identity documents for both persons signing the appointment letter and proof that the legal representative is authorised to commit the entity in its entirety vis-a-vis third parties. The Central Validation Service in the European Research Executive Agency analyses the documents, and if those are considered complete ⁽⁸⁾, it will validate the LEAR appointment in the IT tools.
3. The procedure to replace a LEAR is simple, ensuring that the person acting in the Portal is authorised by the entity to do so. The procedure was improved by introducing the LEAR recovery functionality in the Portal and recently by reducing the number of documents to be submitted.

⁽¹⁾ For example, in the context of grant/contract management, the LEAR can communicate with the EU services and perform various actions in the IT tools, such as update the legal or other data of the entity they represent, sign contracts, submit cost claims, grant specific rights to other persons.

⁽²⁾ <https://ec.europa.eu/info/funding-tenders/opportunities/portal/screen/home>

⁽³⁾ Based on statistics for the period January — September 2024.

⁽⁴⁾ The Validation Rules are published and available to all participants in the Portal: https://ec.europa.eu/info/funding-tenders/opportunities/docs/2021-2027/common/guidance/rules-lev-lear-fca_en.pdf. The Validation Rules are referenced in all calls managed via the Portal, and form therefore part of the conditions for participation.

⁽⁵⁾ https://research-and-innovation.ec.europa.eu/funding/funding-opportunities/funding-programmes-and-open-calls/horizon-2020_en

⁽⁶⁾ https://research-and-innovation.ec.europa.eu/funding/funding-opportunities/funding-programmes-and-open-calls/horizon-europe_en

⁽⁷⁾ <https://webgate.ec.europa.eu/funding-tenders-opportunities/display/IT/Launch+a+LEAR+recovery+action+for+validated+organisations>

⁽⁸⁾ In case of missing information, or incorrect documents, the Central Validation Service will contact the participant via the Participant Register to request the missing data or documents. The procedure will be resumed as soon as the participant has uploaded the missing information.