*03/07/2024*

*Flemish Government*

*Measure name: I-2.09 Digitalisation of the Flemish Government*

*Contract award for 11 projects BE-C[C22]-I[I-209]-M[68]*

**Milestone Name:**

Contract award for 11 projects

**Milestone/target description:**

Notification of award sent by the Flemish Government or by the respective entity (notification authority) for a number of 11 projects (i.e. 100% of total) to the successful candidates following the call for proposal under the 4 schemes

* 1. Towards a low-cost public service for citizens, businesses and associations;
  2. Enable quick and effective decisions with data;
  3. Ensuring a reliable basic infrastructure by strengthening common information and ICT building blocks; and
  4. Providing a hybrid workplace of the future for each Flemish official)

**Verification mechanism:**

Summary document duly justifying how the milestone (including the relevant elements of the milestone, as listed in the description of milestone and of the corresponding measure in the CID annex) was satisfactorily fulfilled. This document shall include as an annex the following documentary evidence:

1. Copy of the calls for proposal for candidates under the 4 schemes
   * communicated to the external contractor (USG) in the context of the framework agreement ref. 2017/HFB/OP/33672, “Technische Ondersteuning door CT-Profielen” or other equivalent framework agreement; or
   * shared with the companies preselected in the context of the framework contract ref. Raamovereenkomsten voor ICT-exploitatie- en ontwikkelingsdiensten (Programma ICT 2022), Perceel 5 Applicatiediensten (or other equivalent framework agreement)
2. List of selected projects;
3. Copy of the project files, including technical specifications, i.e. terms of reference for each of the 4 schemes;
4. Copy of the contracts award notifications by the Flemish Government or by the respective entity.

**A. Evidence provided:**

* **Annex 1:** List of 11 selected projects (Project numbers VV0*xx*), with the NotaVR as terms of reference, approved by the Flemish government.

|  |  |  |  |
| --- | --- | --- | --- |
| **Nr** | **Project** | **Bijlages** | **Approved on** |
| **VV060** | [Versnelling en verdere uitbouw van Mijn Burgerprofiel](https://beslissingenvlaamseregering.vlaanderen.be/?dateOption=select&endDate=2021-03-12T22%3A59%3A59.000Z&ministerFirstName=Jan&ministerId=5fed907ee6670526694a0707&ministerLastName=Jambon&search=uitbouw%20van%20Mijn%20Burgerprofiel&startDate=2021-03-11T23%3A00%3A00.000Z) | VV060\_NotaVR.pdf  VV060\_NotaVR\_bijlage.pdf | 12/03/2021 |
| **VV059** | [Asset management aquafin](https://beslissingenvlaamseregering.vlaanderen.be/?dateOption=select&endDate=2021-11-19T22%3A59%3A59.000Z&ministerFirstName=Zuhal&ministerId=5fed907ee6670526694a0714&ministerLastName=Demir&search=aquafin&startDate=2021-11-18T23%3A00%3A00.000Z) | VV059\_NotaVR.pdf | 19/11/2021 |
| **VV069** | [Data Integratiediensten voor Slimme Mobiliteit](https://beslissingenvlaamseregering.vlaanderen.be/?dateOption=select&endDate=2021-12-03T22%3A59%3A59.000Z&ministerFirstName=Jan&ministerId=5fed907ee6670526694a0707&ministerLastName=Jambon&search=Data%20Integratiediensten%20voor%20Slimme%20Mobiliteit&startDate=2021-12-02T23%3A00%3A00.000Z) | VV069\_NotaVR.pdf  VV069\_NotaVR\_bijlage.pdf | 3/12/2021 |
| **VV072** | [Doelgericht digitaal transformeren](https://beslissingenvlaamseregering.vlaanderen.be/?dateOption=select&endDate=2021-07-16T21%3A59%3A59.000Z&ministerFirstName=Jan&ministerId=5fed907ee6670526694a0707&ministerLastName=Jambon&search=VV072&startDate=2021-07-15T22%3A00%3A00.000Z) | VV072\_Nota VR.pdf | 16/07/2021 |
| **VV073** | [Vlaamse Sensor Data Space](https://beslissingenvlaamseregering.vlaanderen.be/?dateOption=select&endDate=2021-10-15T21%3A59%3A59.000Z&ministerFirstName=Jan&ministerId=5fed907ee6670526694a0707&ministerLastName=Jambon&search=Vlaamse%20Sensor%20Data%20Space&startDate=2021-10-14T22%3A00%3A00.000Z) | VV073\_NotaVR.pdf  VV073\_NotaVR\_bijlage.pdf | 15/10/2021 |
| **VV056** | [Achterliggende processen gemeenschappelijke dienstverlening: onboarding raamcontract](https://beslissingenvlaamseregering.vlaanderen.be/?dateOption=select&endDate=2021-04-30T21%3A59%3A59.000Z&ministerFirstName=Jan&ministerId=5fed907ee6670526694a0707&ministerLastName=Jambon&search=onboarding&startDate=2021-04-29T22%3A00%3A00.000Z) | VV056\_NotaVR.pdf | 30/04/2021 |
| **VV065** | [Cybersecurity en uitrol SIEM](https://beslissingenvlaamseregering.vlaanderen.be/?dateOption=select&endDate=2021-06-25T21%3A59%3A59.000Z&ministerFirstName=Jan&ministerId=5fed907ee6670526694a0707&ministerLastName=Jambon&search=cybersecurity&startDate=2021-06-24T22%3A00%3A00.000Z) | VV065\_NotaVR.pdf | 25/06/2021 |
| **VV067** | [Modernisering Cloud en netwerkinfrastructuur](https://beslissingenvlaamseregering.vlaanderen.be/?dateOption=select&endDate=2021-05-07T21%3A59%3A59.000Z&ministerFirstName=Jan&ministerId=5fed907ee6670526694a0707&ministerLastName=Jambon&search=67&startDate=2021-05-06T22%3A00%3A00.000Z) | VV067\_NotaVR.pdf | 7/05/2021 |
| **VV071** | [Aanbod lokaal Digitaal](https://beslissingenvlaamseregering.vlaanderen.be/?dateOption=select&endDate=2022-07-15T21%3A59%3A59.000Z&ministerFirstName=Jan&ministerId=5fed907ee6670526694a0707&ministerLastName=Jambon&search=Aanbod%20Lokaal%20Digitaal&startDate=2022-07-14T22%3A00%3A00.000Z) | VV071\_NotaVR.pdf | 15/07/2022 |
| **VV066** | [Hybride digitale werkplek](https://beslissingenvlaamseregering.vlaanderen.be/?dateOption=select&endDate=2021-06-25T21%3A59%3A59.000Z&ministerFirstName=Jan&ministerId=5fed907ee6670526694a0707&ministerLastName=Jambon&search=Hybride%20digitale%20werkplek&startDate=2021-06-24T22%3A00%3A00.000Z) | VV066\_NotaVR.pdf | 25/06/2021 |
| **VV068** | [Kaleidos](https://beslissingenvlaamseregering.vlaanderen.be/?dateOption=select&endDate=2021-05-07T21%3A59%3A59.000Z&ministerFirstName=Jan&ministerId=5fed907ee6670526694a0707&ministerLastName=Jambon&search=kaleidos&startDate=2021-05-06T22%3A00%3A00.000Z) | VV068\_NotaVR.pdf | 7/05/2021 |

* **Annex 2:** BCS\_RRF\_I-2.09 Digitale transformatie overheid - v4.1.pdf  
  Beheers- en Controlesysteem (Internal Control System) describing Project governance and controls for these projects. This document also contains a cross-reference between the VV0xx projects, the 4 schemes and the entity responsible for implementation (page 4)
* **Annex 3:** Reports from the accounting systems for the 4 participating entities, listing all purchase orders. The verification mechanism requires that we can show for each individual sourcing a “call for proposal” and a “notification of award”. The extract from the accounting system allows to select samples to verify this.

Where required for the selection of samples additional sheets are added. Check the comments in the table below.

| **Entity/Project** | **Report from accounting system** | **Comments** |
| --- | --- | --- |
| Digitaal Vlaanderen /  VV056, VV060, VV065, VV066, VV067, VV069, VV071, VV073, | VV0dv\_RRF\_Inkooporders.xlsx | Date: 20240703  Sheet 1: Inkooporders (purchase orders) identified by the “vastleggingsnummer” in the accounting system  Sheet 2: USG Subcontractors  One purchase order can refer to multiple subcontracts. This sheet contains all USG contracts. |
| DKBUZA / VV068 | VV068 RRF\_Inkooporders.xlsx | Date: 20240613  Sheet 1: Inkooporders (purchase orders) identified by the “vastleggingsnummer” in the accounting system  Sheet 2: Detail gebundelde IOs One purchase order can refer to multiple subcontracts. This sheet contains all USG contracts. |
| Aquafin / VV059 | VV059\_RRF\_inkooporders.xlsx | Date: 20240614  Sheet ”VV059 CAPEX en OPEX NPK”: List of purchase orders identified by “bestelbon” in the accounting system.  Note: The amounts mentioned with the description "Digital4Us" without a purchase order are manual reallocations of costs. They represent billings for hours worked by external consultants. The consultants' hours are recorded and centralized in a general costcenter, and then allocated to various programs using a distribution key.  Sheet “VV059 pers kosten”: cost of Aquafin staff assigned to this project (added for completeness, not relevant for the selection of samples) |
| DCJM / VV072 | VV072 RRF\_Inkooporders.xlsx | Date: 20240611  Sheet 1: Inkooporders (purchase orders) identified by the “inkoopordernummer” in the accounting system  Sheet 2: USG Subcontractors  One purchase order can refer to multiple subcontracts. This sheet contains all USG contracts.  Sheet 3: Inkooporders publiq Publiq received a project subsidy . This list contains the purchase orders executed by Publiq. The 2 different formats of the purchase orders are the consequence of the switch to a new accounting system at Publiq  Sheet 4: “Personeelskost Publiq”: cost of Publiq staff assigned to this project (added for completeness, not relevant for the selection of samples) |

**Annex 4: “**20240614 M68 – list of contracts.xlsx”A consolidated report compiled from the four entity specific reports listed in annex 3, including a sample ID for each contract. The purpose of this report is only to facilitate the sampling.

**B. Detailed justification:**

The Flemish Government approved 11 projects within the scope of “I-2.09 Digitalisation of the Flemish government”, contributing to four schemes. (ref. annex 1: List of 11 selected projects and Nota Vlaamse regering) See also summary table below.

The projects are approved by the Flemish government, after validation by the Inspectorate Finance These documents describe scope, cost and timing and are the reference for follow-up, management control and audits during implementation.



The projects are managed by the respective administrations taking up the role as project owner. External resources, comprising both people and services, are sourced for the execution of these projects. The BCS (Annex 2: internal control system) articulates the project governance, procedures, and controls in adherence to the legal provisions for public procurement. The VAA performed audits of our internal control system and procedures.

The verification mechanism requires that we demonstrate for individual sourcing a “call for proposal” and a “notification of award”. Given the number of purchase orders, the validation is done by sampling. Two audits were performed by the VAA in 2023 where, amongst other elements, a limited number of samples was checked related to the verification mechanism for Milestone 68.

In order to allow for audits by the EC, you will find in Annex 3 an reports from the accounting systems, listing all purchase orders for each participating administration. From these files, samples can be selected for additional verification. For some entities, the list of subcontracts is added to select the samples.

To facilitate drawing the samples by EC, the file M68 – list of contracts.xlsx” (Annex 4) can be used which consolidates contracts and subcontracts for all 11 VV-projects.