An Roinn Talmhaíochta,
Bia agus Mara
Department of Agriculture,
Food and the Marine

FAQ
Preliminary Checks
for
BPS Applications

BPS Preliminary Checks

FAQ

What are preliminary checks?

Preliminary checks allow for pre-checks of online BPS applications for any non-compliance in the areas of over-claims, dual claims, and overlaps. Farmers are notified via the online system and offered the opportunity to rectify any such non-compliance with no penalty applied where the non-compliance is fully rectified by **21 June 2022**. Arising from the requirement set out in the EU Regulations that all applications are submitted via the online system, it is expected that the Preliminary checks will increase the efficiency with which BPS applications are processed.

The purpose of preliminary checks is to enhance the correctness of BPS applications with the aim of lowering reductions and administrative penalties. Full administrative checks are still required before payment issues.

Please note, any issues arising from a preliminary check may also have an impact on other schemes which you may be participating in.

What issues are addressed by preliminary checks?

Preliminary checks will identify any over-claims, overlaps or dual claims in respect of online BPS applications. Where a preliminary check identifies such an issue, farmers are given the opportunity to amend their claim by 21 June 2022.

Farmers may wish to retain their original claim, or to amend their claim considering the preliminary check notification.

For example, where a preliminary check highlights a dual claim the response can either:

- Confirm that the farmer asserts the right to claim the dual claimed parcel, or
- Withdraw the relevant parcel without penalty where the land may have been inadvertently claimed.

How will farmers be notified of preliminary checks?

Where a preliminary check identifies a dual claim, over-claim or overlap, a notification will issue on the BPS online system. Farmers and advisors should check the correspondence section of their BPS online account. Where a farmer is signed up for text message alerts, a text will issue to advise them that they have a notification on their BPS account.

Where a farmer has applied online through an advisor, the advisor will receive notification via the BPS online account in respect of any of his/her clients where a preliminary check has identified a dual claim, over-claim or overlap. Farmers who have applied through an advisor will also get a text message alert where they are signed up for this service.

What should I do if I get a notification arising from a preliminary check?

When a notification/text message alert of a preliminary check is received, you should:

- Log into your BPS online account to read the notification. Where a preliminary check has identified a dual claim, overlap or over-claim there will be a clear indication of this in the centre of the BPS home screen.
- Farmers who have applied through an advisor should contact their advisor in relation to responding the preliminary check.

How do I respond to a preliminary check?

Where preliminary checks have identified an overclaim, overlap or dual claim, this will be clearly signaled on the home screen of the BPS online application system.

A farmer or advisor can click the "View Preliminary Checks" button to see the detail in each case. It is important to note that

- A preliminary check **can only be responded to once**.
- In each instance, the farmer / advisor will be given the opportunity to either amend his/her original claim to take account of the preliminary check or to maintain the original claim. There will be instances where it is valid to maintain the original claim – for example, in the instance of a possible overclaim identified, where an area of scrub has been removed and brought back into agricultural use with a resultant increase in eligible area.
- Where a response to a preliminary check is sufficient to fully rectify the issue at hand, no penalty will apply.
- Further administrative checks will still need to be carried out on all applications and thus further issues and reductions/penalties may arise later in the process in respect of any application.

Will all online applicants get a notification of a preliminary check?

No. An action is only required of farmers / advisors where a preliminary check has identified a dual claim, overclaim or overlap on an application.

What are the timeframes for preliminary checks?

All responses must be made by midnight on 21 June 2022. All notifications and responses can only be made via the online BPS system. No late responses can be submitted.

Further Information

Further information is available on the Department's website https://www.gov.ie/en/service/f16b22-basic-payment-scheme/ including a step-by-step guide for farmers and advisors to assist them with the process of responding to a preliminary check.

Any queries can also be addressed via the Department's Direct Payments Helpdesk at 057 86 744 22.