|  |  |  |
| --- | --- | --- |
| **EU GRANTS DECLARATION OF DAYS WORKED ON A PROJECT***To be kept on file in case of audits.* | **YEAR**: |  |

|  |  |  |  |
| --- | --- | --- | --- |
| Project acronym: |  | **Project number:** |  |
| Participant name: |  |
| **Name of the person:** |  | **Type of personnel:**(employee/ natural person under direct contract/ seconded/ other) |  |

***Please indicate the days worked in a separate row per workpackage***

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Month** | **Days worked in the action[[1]](#footnote-1)**(e.g.15, 7,5, 0,5) | **Work Packages worked on**(e.g. WP2; WP5) | Date and signature of the person  | Name, date and signature of the supervisor  |
| **January** |  | WP xWP yWPz | Signature:Date:  | Name:Signature:Date: |
| **February** |  | WP xWP yWPz | Signature:Date:  | Name:Signature:Date: |
| **March** |  | WP xWP yWP z | Signature:Date:  | Name:Signature:Date: |
| **April** |  | WP xWP yWPz | Signature:Date:  | Name:Signature:Date: |
| **May** |  | WP xWP yWPz | Signature:Date:  | Name:Signature:Date: |
| **June** |  | WP xWP yWPz | Signature:Date:  | Name:Signature:Date: |
| **July** |  | WP xWP yWPz | Signature:Date:  | Name:Signature:Date: |
| **August** |  | WP xWP yWPz | Signature:Date:  | Name:Signature:Date: |
| **September** |  | WP xWP yWPz | Signature:Date:  | Name:Signature:Date: |
| **October** |  | WP xWP yWPz | Signature:Date:  | Name:Signature:Date: |
| **November** |  | WP xWP yWPz | Signature:Date:  | Name:Signature:Date: |
| **December** |  | WP xWP yWPz | Signature:Date:  | Name:Signature:Date: |
| **TOTAL** |  |

1. 1 day = number of hours that a full-time employee of the participant has to work in a standard day (8 hours). [↑](#footnote-ref-1)