Project assignment

Identification of project and project partner

|  |  |
| --- | --- |
| Project acronym | Click here to enter the project acronym. |
| Name of project partner | Click here to enter the name of the project partner. |

Assigned employee

|  |  |  |
| --- | --- | --- |
| Name of employee | Click here to enter the name of the employee. | |
| Assignment period  Please indicate starting and end date of the assignment. Please consider that the assignment period shall correspond with the reporting period. | Click here to enter the starting date.  Starting date | Click here to enter the end date.  End date |
| Version N° | Click here to enter the number of the version. | |

Confirmation

With this task assignment, it is confirmed that the above-mentioned *employee* works on the above-mentioned project.

In case that he/she is involved in other public funded projects (please specify in the table below the relevant project acronyms and the funding programmes/sources), it is confirmed that there is no double financing, as not more than 100% of my working time will be reported.

|  |
| --- |
| Click here to specify the relevant project acronyms and the funding programmes/sources. |

He/she carries out the following project-related tasks in this assignment period:

|  |
| --- |
| Click here to enter the project-related tasks in this assignment period. |

He/she is assigned with the following share of his/her working time in this period to carry out the tasks as described above.

|  |  |
| --- | --- |
| Assignment percentage[[1]](#footnote-1) | Click here to enter the assignment percentage. |

|  |  |
| --- | --- |
| Click here to enter the employer’s name.  Name of employer | Click here to enter the employee’s name.  Name of employee |

|  |  |
| --- | --- |
| Click here to enter the date. | Click here to enter the date. |
| Click here to enter the employer’s signature.  Date[[2]](#footnote-2) and employer’s signature | Click here to enter the employee’s signature.  Date2 and employee’s signature |

1. As regards the calculation of the extent of the assignment please refer to annex VIII of the programme manual “How to calculate the assignment percentage”. [↑](#footnote-ref-1)
2. According to the programmes eligibility rules the project assignment has to be issued and signed before the starting date of the assignment period [↑](#footnote-ref-2)