**Declaration on a person working exclusively on a H2020 action**

|  |  |  |  |
| --- | --- | --- | --- |
| **Action** | | | |
| **Title of the action (acronym)** |  | **Grant Agreement number** |  |

|  |  |
| --- | --- |
| **Beneficiary’s/linked third party’s name** |  |

|  |  |  |
| --- | --- | --- |
| **Reporting period covered by this declaration**[[1]](#footnote-1) | | |
| **Reporting period number** | from (date) | to (date) |
|  |  |  |

This document certifies that ………………………………………………[[2]](#footnote-2) has worked for the beneficiary/linked third party exclusively on the above-mentioned H2020 action during (chose one below):

* the whole reporting period
* from *……/……/………* [[3]](#footnote-3) until *……/……/………*[[4]](#footnote-4)

(This period must cover at least one full natural month) [[5]](#footnote-5)

|  |  |
| --- | --- |
| **Short description of the activities carried out during the period covered by this declaration** | |
| **Reference**  (e.g. work package) | **Activities** |
|  |  |

**SIGNATURES**

For the beneficiary/linked third party For the person working exclusively on

(supervisor) the action

Name:……………………………………...

Date: *……/……/………* Date: *……/……/………*

Signature:  Signature:

|  |  |  |
| --- | --- | --- |
| **HISTORY OF CHANGES** | | |
| VERSION | PUBLICATION DATE | CHANGE |
| 1.0 | 01.12.2014 | Initial version |
| 1.1 | 17.12.2014 | Formatting changes and validation by Legal Service |
| 1.2 | 25.11.2016 | File format changed from 'pdf' to an editable template of 'odt' |

1. Only one declaration can be made per reporting period for each person working in the action. [↑](#footnote-ref-1)
2. Insert name of the person. [↑](#footnote-ref-2)
3. Insert date. [↑](#footnote-ref-3)
4. Insert date. [↑](#footnote-ref-4)
5. The person must keep timesheets for any hours worked for the action outside the period indicated herein. [↑](#footnote-ref-5)