



Annex 2 Independent first level control certificate

Project title:
Project acronym:
Project number:
Reporting period:
Name of project partner:
Designated control body responsible for verification:

Amount certified:

1. Based on the documents provided and my verification and professional judgement as a first level controller, I certify that:
 - a. Expenditure is in line with European, programme and national eligibility rules and complies with conditions for support of the project and payment as outlined in the subsidy contract.
 - b. Expenditure was actually paid with the exception of costs related to depreciations and simplified cost options.
 - c. Expenditure was incurred and paid (with the exceptions above under “b”) within the eligible time period of the project and was not previously reported.
 - d. Expenditure based on simplified cost options is correctly calculated and the calculation method used is appropriate.
 - e. Expenditure reimbursed on the basis of eligible costs actually incurred is either properly recorded in a separate accounting system or has an adequate accounting code allocated. The necessary audit trail exists and all was available for inspection.
 - f. Expenditure in currency other than Euro was converted using the correct exchange rate
 - g. Relevant EU/ national/ institutional and programme public procurement rules were observed.
 - h. EU and programme publicity rules were observed.
 - i. Co-financed products, services and works were actually delivered.
 - j. Expenditure is related to activities in line with the application form and the subsidy contract.

2. Based on the documents provided, my verification and my professional judgement as a first level controller, and for the amount certified, I have NOT found any evidence of:
 - a. Infringements of rules concerning sustainable development, equal opportunities and non-discrimination, equality between men and women and state aid.
 - b. Double-financing of expenditure through other financial sources.
 - c. Generation of undisclosed project-related revenue.

3. I hereby confirm that the verification of the project financial report was done precisely and objectively and with professional scepticism. The control methodology and scope and further information on the control work actually done are documented in the first level control report and checklist (based on programme template). In case of suspicion of fraud, it is reported using the specific programme template.

I and the institution / department I represent are independent from the project’s activities and financial management and authorised to carry out the control.

Name:

Signature:

Place and date:

[name & date stamp]