

EUROPEAN COMMISSION
DIRECTORATE-GENERAL FOR RESEARCH & INNOVATION

The Director-General

Brussels, 27 JUN 2013

NOTE FOR THE ATTENTION OF

Mr J. TRUSZCZYNSKI, DIRECTOR-GENERAL DG EAC
Mr R. MADELIN, DIRECTOR-GENERAL DG CNECT
Mr P. LOWE, DIRECTOR-GENERAL, DG ENER
Mr M. RUETE, DIRECTOR-GENERAL, DG MOVE
Mr D. CALLEJA CRESPO, DIRECTOR-GENERAL, DG ENTR

Subject: FP7 Certification – Endorsement of the fifth update of the Guidance Notes for Beneficiaries and Auditors on FP7 Certificates issued by external auditors

You will find enclosed for your consideration and agreement the fifth update of the complete set of Guidance Notes for beneficiaries and auditors on FP7 audit certification issues.

As you may know, these Guidance Notes contain the necessary information to guide grant beneficiaries and their auditors in the preparation of Certificates on the Financial Statements and Certificates on the Methodology for calculating personnel costs and indirect costs under the 7th Framework Programme.

This update reflects the recent update of the new Financial Regulation which results in the following modifications to the FP7 general model Grant Agreement:

- Art. 6 of the core: Reduction of the time-limit for payment of pre-financing to 30 days from the entry into force of the grant agreement
- Art. II.5: Reduction of the time-limit for payment for interim and final payments to 90 days from the receipt of the reports.
- Art. II.6 Abolition of the coordinator's obligation to open and operate an interest-bearing bank account;
- II.19 Abolition of the coordinator's obligation to declare and reimburse to the Commission the interest generated by the pre-financing.

In addition, regarding financial statements (Form C), certificates on financial statements and certificates on the methodology Art. 8 and Art. II.4 of the Grant Agreement were also modified with the following implications relevant for the Guidance Notes:

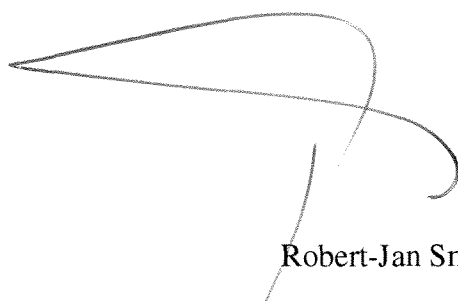
- For Grant Agreements **signed before 31.12.2012**, the consortia may apply the new electronic-only transmission and signature system, provided they introduce a request for an amendment via the coordinator.

- For Grant Agreements signed **after 01.01.2013**, the obligations of electronic-only signature and transmission of the Form C and the electronic-only transmission of the certificates on financial statements and certificates on the methodology have been introduced.

I would appreciate to receive your approval (or comments) on the annexed document within three calendar weeks. After that date, I will consider the attached document as the final version to be published on CORDIS and to be used by all our services.

Should you need further information, please refer to Mr Marc Bellens, Head of Unit RTD.M.1 (Marc.BELLENS@ec.europa.eu ; tel. 50942) or to Mr Jorge Villanueva Garcia (Jorge.VILLANUEVA-GARCIA@ec.europa.eu , tel 51430).

Thank you in advance for your cooperation.



Robert-Jan Smits

Annex : Fifth update of the FP7 Guidance Notes for Beneficiaries and Auditors (with track-changes)

Copy : Directors DG RTD, Director REA,
Director ERCEA, M. Bellens