



EUROPEAN COMMISSION
RESEARCH DIRECTORATE-GENERAL

The Director-General

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FP7 Certification on Methodology

NOTE TO THE ATTENTION OF
Mr. COLASANTI, Director General DG INFSO
Mr. ZOUREK, Director General DG ENTR
Mr. RUETE, Director General DG TREN

Subject: 7th FP for R&D – Guidance Notes on the Certificates on the
Methodology and the Certificates on the Financial Statements

As you know, the first part of guidance notes on the Certification on the Methodology was published on Cordis in July 2007. These guidance notes contained the necessary information to guide research grants beneficiaries and auditors in the preparation of Certificates on the Methodology for calculating personnel costs and indirect costs under the European Community's 7th RTD Framework Programme.

In order to ensure that stakeholders have the complete picture on the certificates issued by external auditors in the context of the 7th FP, these guidance notes were further developed and completed, in close collaboration with the European Federation of Accountants (FEE), with technical procedures for auditors involved in the certification process.

Please find enclosed the final updated version of the "Guidance Notes for Beneficiaries and Auditors on the Certificates issued by external auditors", in the context of the 7th FP.

This document was elaborated in full collaboration with colleagues from operational, financial and administrative units, and after thorough exchange in the Working Group on "FP7 Certification of Methodology" in which your services were represented.

In addition to these guidance notes, a separate document focussing on "Frequently Asked Questions" has been developed taking into account a series of certification-related issues raised by FP7 prospective beneficiaries through the FP7 enquiry service. This document, which will be subject to ongoing revisions and updates, is hereby attached.

The attached documents will be published on CORDIS and can be used by all our services.

It is important to recall that these documents may be updated if necessary to reflect developments as they occur.

For further information Mr. Philippe Coenjaarts, Head of Unit A5 "Implementation of audit certification policy and outsourced audits" (tel. 67095) and Ms Laurence Dechevre (tel. 90510) can be contacted.



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Annex : 1. Certificates issued by External Auditors – Guidance Notes for Beneficiaries and Auditors
2. Frequently Asked Questions

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