**ANNEX 7: DECLARATION ON THE WORKED HOURS (full and part time assignments)[[1]](#footnote-1) (FOR SMALL SCALE PROJECTS)**

|  |  |
| --- | --- |
| **Project title and acronym:** |  |
| **Project ID in Jems:** |  |
| **Report no.:** |  |
| **Name of the LEAD PARTNER / PARTNER** |  |

I, the undersigned [NAME], employed by [NAME OF THE EMPLOYER – LEAD PARTNER / PARTNER] as [SPECIFY POSITION WITHIN PROJECT MANAGEMENT/IMPLEMENTATION TEAM], declare on my own responsibility, under the sanction of false in declarations, that the number of hours spent for non-project related activities within the organisation as part of the main job, cumulated with the number of hours spent on the project(s) [take into account each project – in case the person is assigned on more than one project managed by the same organisation or a different one], do not exceed the maximum number of working hours allowed according to the relevant national legislation.

|  |  |
| --- | --- |
| **Signature** |  |
| **Date** |  |

1. The declaration does not need to be filled in for each month of project implementation. The Annex 7 will be submitted only once with the Interim/ Final Reports, as the case. [↑](#footnote-ref-1)