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Your Reference:

Our Reference: TAP/N77F7/QD/14-05

Concerning: Clarification on the removal of Deliverable D10.4

Dear Project officer, Dear Ardiel:

I am writing to clarify the reasons of removing the deliverable D10.4 initially planned in the Description of Work (DoW) of the E-AGRI project.

At the moment of drafting and submitting the E-AGRI proposal, the coordinating organization (VITO) had knowledge that “as soon as the cumulative claims of a beneficiary in a project total EUR 375’000 or more, this beneficiary is obliged to hand in a Certificate of the Financial Statements”. However, the chronological procedure was not fully understood.

It turns out that the final reporting process will go through the following order:

- 1) Finalizing the technical review
- 2) Submitting the cost claims from all beneficiaries of the Consortium (Form C)
- 3) Submitting the Form D “Certificate of the financial Statements”
- 4) Approval process

In other words, an auditor can verify the financial statements, mostly included in the Forms C, only when the last ones are filled out. However the online tool for Form C preparation is only available once the technical review is closed.

In this condition, where is technical review and financial review are two separated and sequenced processes in time, it has been considered superfluous to provide the “Certificate of Financial Statements” (Form D) in the technical review stage.

The resources planned for this deliverable can be shifted to other activities or effort on project management, which was largely underestimated during the preparation of the project.

Yours faithfully,



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