

<b>Reference</b>	PSG 1/5.2/Info 3
<b>Title</b>	Template for calculation of daily rate of a project staff cost
<b>Submitted by</b>	NDPHS Secretariat (Lead Partner)
<b>Summary / Note</b>	For the ease of calculation the below table is also submitted in an excel format
<b>Requested action</b>	For reference

**EU grant 2013/313-700 - Project "Building capacity in HIV prevention"**

**Calculation of daily rate of the staff cost  
(in EUR)**

<b>Employer's:</b>	<b>name</b>	
	<b>address</b>	
	<b>ID in PADOR system</b>	
<b>Employee's:</b>	<b>name</b>	
	<b>position</b>	
<b>Gross annual salary in the currency of payment (give the name of the currency and the amount)</b>		
<b>Gross annual salary in EUR */</b>		
<b>Social costs paid by the employer</b>		
<b>i.e.</b>		<b>#DIV/0!</b>
<b>Taxes on salary and wages</b>		
<b>i.e.</b>		<b>#DIV/0!</b>
<b>Charged annual salary</b>		<b>0.00 €</b>
<b>Annual number of working days (i.e. excluding weekends, official holidays, annual leave)</b>		
<b>Daily rate (EUR/day)</b>		<b>#DIV/0!</b>



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Date	
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Employer's authorized representative:	
Full name	
Position	
Signature	

Employee's signature:

\*/ Use exchange rate(s) posted at InforEuro ([http://ec.europa.eu/budget/contracts\\_grants/info\\_contracts/inforeuro/inforeuro\\_en.cfm](http://ec.europa.eu/budget/contracts_grants/info_contracts/inforeuro/inforeuro_en.cfm)) for the month in which you submit this form.



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