**Task Assignment Document**

Project title:

Project acronym:

Project ID:

Project partner name:

Name of employee:

Assignment applicable from *(indicate the date):*

Assigment version *(number):*

With this task assignment, it is confirmed that *\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_(name employee)* works on the above-mentioned project. In case *\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_(name employee)* is involved in other EU funded projects, it is ensured that there is no double financing, as not more than 100% of employee working time will be reported.

*\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_(name employee),* acting as \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_(*function name*), carries out the following tasks in the frame of the implementation of the project:

* *(specify task)*
* *(specify task)*
* *(specify task)*

*\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_(name employee),* will dedicate \_\_\_\_\_\_%*(percentage of working time)* of her/his working time per month to carrying out the tasks as described above.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Employer’s signature Employee’s signature

*(name of employer)* *(name of employee)*