

OPERATION NAME		OPERATION REFERENCE																																									
Invoice / RR Type <small>(Single Payment Claim or Multiple Payment Claim)</small>	Invoice / RR Reference Number <small>(as inserted in MCIS)</small>	Total Public Eligible																																									
		MA Verification Report Reference Number	Status of MA Verification Report																																								
<div>Availability of Documentation</div> <div><div>Do the details on the reimbursement request match with the 'payment claims details' and were they confirmed correct arithmetically?</div><div>Have all supporting documentation been uploaded on MCIS as per MA circular?</div><div>In case of overtime, is MA approval in file (where applicable)?</div><div>Is the expenditure / rate eligible according to the Eligibility rules, Grant Agreement, Collective Agreement / Contract / MA approved Salary Methodology?</div><div>Have the 'input', 'output', and/or 'result' deliverables been met in alignment with the defined milestone?</div><div>Are there any abnormal deductions?</div><div>Has the salary claim been checked for double funding to prevent duplicate claims within same project and other projects?</div><div>Do the number of hours declared per person for a given year exceed the number of hours used for the calculation of the staff cost rate?</div><div>In case of Type 2 (rate per hour) have supporting time sheets been submitted?</div></div> <div><div>Comments and/or Follow-up needed.</div><div>Final Outcome <small>(To include any follow-up needed. Text to end either with "To be followed-up" or "Closed")</small></div><div>SOE by Operation No.</div></div> <tr><td colspan="2"></td><td colspan="2">FINAL RECOMMENDATION</td></tr> <tr><td colspan="2"></td><td colspan="2"><div><div>ACCEPT</div><div>REJECT</div><div>PARTIAL ACCEPT</div><div><div>(In case of PARTIAL ACCEPT only)</div><div>Include Public Eligible Amount to be accepted</div><div>Include Public Eligible Amount to be rejected</div></div></div></td></tr> <tr><td colspan="2"></td><td>%</td><td>€</td></tr> <tr><td colspan="2"></td><td colspan="2">Checked by Implementation Unit Officer: Name and SurnameSignatureDate</td></tr> <tr><td colspan="2"></td><td colspan="2">Endorsed by Senior Manager / Chief Coordinator: Name and SurnameSignatureDate</td></tr> <tr><td colspan="2"></td><td colspan="2">Eligible Amount being recommended for certification</td></tr> <tr><td colspan="2"></td><td colspan="2">Total Eligible Amount recommended for rejection</td></tr> <tr><td colspan="2"></td><td colspan="2">Total Eligible Amount raised in SoE by Operation</td></tr> <tr><td colspan="2">TOTAL</td><td>TOTAL</td><td></td></tr> <tr><td colspan="2"></td><td colspan="2">Indirect Cost <small>(Exclusively for Management Viability)</small></td></tr>						FINAL RECOMMENDATION				<div><div>ACCEPT</div><div>REJECT</div><div>PARTIAL ACCEPT</div><div><div>(In case of PARTIAL ACCEPT only)</div><div>Include Public Eligible Amount to be accepted</div><div>Include Public Eligible Amount to be rejected</div></div></div>				%	€			Checked by Implementation Unit Officer: Name and SurnameSignatureDate				Endorsed by Senior Manager / Chief Coordinator: Name and SurnameSignatureDate				Eligible Amount being recommended for certification				Total Eligible Amount recommended for rejection				Total Eligible Amount raised in SoE by Operation		TOTAL		TOTAL				Indirect Cost <small>(Exclusively for Management Viability)</small>	
		FINAL RECOMMENDATION																																									
		<div><div>ACCEPT</div><div>REJECT</div><div>PARTIAL ACCEPT</div><div><div>(In case of PARTIAL ACCEPT only)</div><div>Include Public Eligible Amount to be accepted</div><div>Include Public Eligible Amount to be rejected</div></div></div>																																									
		%	€																																								
		Checked by Implementation Unit Officer: Name and SurnameSignatureDate																																									
		Endorsed by Senior Manager / Chief Coordinator: Name and SurnameSignatureDate																																									
		Eligible Amount being recommended for certification																																									
		Total Eligible Amount recommended for rejection																																									
		Total Eligible Amount raised in SoE by Operation																																									
TOTAL		TOTAL																																									
		Indirect Cost <small>(Exclusively for Management Viability)</small>																																									