

	<p align="center">The URBACT II Programme 2007 - 2013</p>	<p align="center">Audit Trail</p>
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URBACT PROJECT HerO

PARTNER (*City of Graz*)

Institution	City of Graz
Responsible Unit / Department	Executive Office for Development, Planning and Construction / EU Programmes and International Cooperation Unit
VAT number	
Address	Europaplatz 20
Postal code	8020
Town	Graz
Area	Styria
Country	Austria
Phone	0043 3168724200
Mobile	0043 664 8111 324
Fax	0043 3168724209
E-mail	gerhard.ablasser@stadt.graz.at
Responsible person	Gerhard Ablasser
Function	Head of Unit

A) FINANCIAL MANAGEMENT

1) Is the financial management system¹ set up by **the** project:

- Centralised
- Decentralised
- Mixed

2) Are the local contributions:

- Transferred by the Partner to the Lead Partner
- Spent, accounted and certified by each Partner
- Others _____

¹ For further details see the Programme Manual, fact-sheet 6b, section 7.



81 ENTITIES IN CHARGE OF DIFFERENT FUNCTIONS

Please indicate the body/unit/department responsible for:

1. MANAGING PROJECT

Institution/Department	s.a.
Responsible person and function	Gerhard Ablasser
Telephone	
Fax	
Email	

2. ORDERING PAYMENTS (if different from "managing project")

Institution/Department	s.a.
Responsible person and function	Christian Nussmüller; Anancial Officer
Telephone	0043 316 872 4210
Fax	0043 316 872 4209
Email	christian.nussmueller@stadt.graz.at

3. EXECUTING PAYMENTS

Institution/Department	Department for accounts
Responsible person and function	Ernst Pucher, Head of Department
Telephone	0043 3168724400
Fax	00433168724409
Email	ernst.pucher@stadt.graz.at



4. CERTIFYING THE DECLARED EXPENDITURE (CERTIFYING BODY)

Institution/Department	Stadtrechnungshof
	Court of Audition of the City of Graz
Responsible person and function (designated by the Member State)	Dr.Günter Riegler, Director
Telephone	0043 316 872 6001
Fax	0043 316 872 6009
Email	stadtrechnungshof@stadt.graz.at

5. ARCHIVING THE DOCUMENTS (retaining all files, documents and data about the project on customary data Storage media in a safe and orderly manner at least until 31 December 2020²)

Institution/Department	Executive Office for Development, Planning and Construction / EU Programmes and International Cooperation Unit
Responsible person and function	Andreas Lorencic / Office
Telephone	0043 316 872 4201
Fax	0043 316 872 4209
Email	andreas.lorencic@stadt.graz.at

CT VAT (to be filled in only in the case that the partner spends and declares some expenditure)

Does the partner declare the expenditure including the VAT?

YES

NO

Is the VAT recoverable by the partner?

YES

² All partners must keep all invoices and proof of payments until 31 December 2020. Supporting documents are also needed such as timesheets for part-time staff and calculations of overhead costs. Additional information on supporting documents for the accounted and certified expenditure are available in chapter 4 of fact-sheet 6b of the Programme manual.



NO X

Please add some explanations if necessary:

D) SIGNATURE

Partner's responsible person (name in capital letters):

ABLASSER GERHARD

Function:

HEAD OF UNIT EU-PROGRAMMES

Signature:

Gerhard Alasser

Date and place:

8.10.08 Graz

