

Time record

Contract number (VN):

Project number (PN) / Cost centre (KST):

Contractor:

Contractor's address:

Name of expert:

Role / position:

Month: please select Year: please select

1 = full day
0,5 = half day
x = yes / applicable

Date	Expert-days	Costs related to contract in country of assignment	Per-diem allowance	Overnight accommodation allowance	Location	Activity / Work content / Output
1						
2						
3						
4						
5						
6						
7						
8						
9						
10						
11						
12						
13						
14						
15						
16						
17						
18						
19						
20						
21						
22						
23						
24						
25						
26						
27						
28						
29						
30						
31						

Total 0

I hereby confirm that the content of the above statements is correct.

Expert (Name and date), electronic transmission, hence no signature

Notes when the "General Terms and Conditions (AVB)" are applied:

- Expert-days see Section 3.3.1 Terms and Conditions 2023
- In the case of hourly billing, include the number of hours worked under "Activities / Work content / Output"

- Costs related to contract in country of assignment, see Section 3.3.2 Terms and Conditions 2023
- Per-diem allowance, see Section 3.3.4.2 Terms and Conditions 2023
- Overnight accommodation allowance, see Section 3.3.4.3 Terms and Conditions 2023

Notes when the "Local General Terms and Conditions (AVB lokal)" are applied:

- Expert-days see Section 3.1.1 AVB 2024 (local terms and conditions)
- In the case of hourly billing, include the number of hours worked under "Activities / Work content / Output"
- Costs related to contract in country of assignment are not relevant for local contracts
- Per-diem allowance, see Section 3.1.2.2 AVB 2024 (local terms and conditions)
- Overnight accommodation allowance, see Section 3.1.2.3 AVB 2024 (local terms and conditions)