



**EDCTP**

*The power of sharing science*

## Summary of operational audit findings

The factual findings reported by our auditors for the recently concluded operational audits are listed below:

1. Incurring costs outside the duration set out in article 3 of the Grant Agreement.
2. Including recoverable VAT, which is an ineligible cost, as a direct project expenditure.
3. Charging costs of other projects to an EDCTP project.
4. Inconsistency between leave cards and timesheets.
5. Timesheets are not prepared at least once a month.
6. Personnel costs charged to projects that are not based on timesheets.
7. Unnecessarily preparing timesheets for employees who work exclusively (100% of their time) on an EDCTP-funded project.
8. Charging personnel costs based on budgeted hours rather than actual hours.
9. Missing supporting documents.
10. Unsigned employment contracts.
11. Absence of clearly defined capitalisation limit for equipment.
12. Using wrong exchange rates in converting expenditures incurred in other currencies into euro.
13. Reporting as direct costs bank charges not related to distribution of funds to beneficiaries.

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