ANNEX IV: Project Team [1]

Project Team Member	Title Profile	Family Name	First Names
1	[Team Leader]		
2	[…]		
[…]	[…]		

[1] To be completed according to the experts and profiles required in section 6.1.1 of the terms of reference (annex b8f)

Project Team member [2] [3]	Title Profile	Family Name	First Names

Qualifications

Criterion in Terms of Reference [4]	Institution	Date from dd/mm/yyyy	Date to dd/mm/yyyy	Degree(s) or diploma(s) obtained

Criterion in Terms of Reference [4]	Membership of professional bodies

Criterion in Terms of Reference [4]	Other relevant information about skills (e.g. masteris Thesis, PhD dissertation, publications)

Language skills [5]

Criterion in Terms of Reference [4]	Language [5]	Reading	Speaking	Writing

Relevant professional experience for minimum required skills

Criterion in Terms of Reference [4]	Date from dd/mm/yyyy	Date to dd/mm/yyyy	FTE [6]	Position	Place of performance	Tasks and responsibilities	Type of business [7]	Employer and reference person (name & contact details) [8]
		Total	0					

[2] "Please note that your personal data will be processed solely for the purposes of the management and monitoring of the contract by the data controller without prejudice to possible transmission to the bodies in charge of monitoring or inspection tasks in the application of EU law. Please be informed that transmission of personal data may occur to the Partner Country, solely for the purpose of implementing the financing agreement concluded between the EU and the Partner Country with regards to the tender/grant award procedure. For more details concerning processing of your personal data you may consult the privacy statement available at:
https://wikis.ec.europa.eu/display/ExactExternalWiki/Annexes#Annexes-AnnexesA(Ch.2):General

[3] Separate tab to be filled in for each key expert listed in the tab "Key Experts".

[4] Only qualifications and skills matching the evaluation criteria mentioned under 6.1.1 in the terms of reference will have to presented in this table. Where required, list the corresponding number of the evaluation criterion next to the qualification and skills provided.

[5] Language skills: Indicate competence from A1 (beginner) to C2 (proficient). The competence level is based on the Common European Framework of Reference for Languages. See: https://www.coe.int/en/web/common-european-framework-reference-languages/table-1-cefr-3.3-common-reference-levels-global-scale. The linguistic competencies are to be demonstrated by certificate or by past relevant experience.

[6] Actual working days in Full Time Equivalent (FTE). One year of professional experience equals 220 FTE. Part-time must be converted into FTE.

[7] For example: Public or Private Sector

[8] The contracting authority reserves the right to contact the reference persons. You undertake to inform the reference persons mentioned in the present form that their data will/may be transferred to the Commission and communicate the privacy statement to them. The privacy statement is available at https://wikis.ec.europa.eu/display/ExactExternalWiki/Annexes#Annexes-AnnexesA(Ch.2):General. If you cannot provide a reference, please provide a justification.

General Professional experience								
Criterion in Terms of Reference [9]	Date from dd/mm/yyyy	Date to dd/mm/yyyy	FTE [6]	Position	Place of performance	Tasks and responsibilities	Type of business [7]	Employer and reference person (name & contact details) [8]
		Total	0					

Specific Professional experience [10]								
Criterion in Terms of Reference [9]	Date from dd/mm/yyyy	Date to dd/mm/yyyy	FTE [6]	Position	Place of performance	Tasks and responsibilities	Type of business [7]	Employer and reference person (name & contact details) [8]
		Total	0					

[6] Actual working days in Full Time Equivalent (FTE). One year of professional experience equals 220 FTE. Part-time must be converted into FTE.

[7] For example: Public or Private Sector

[8] The contracting authority reserves the right to contact the reference persons. You undertake to inform the reference persons mentioned in the present form that their data will/may be transferred to the Commission and communicate the privacy statement to them. The privacy statement is available at https://wikis.ec.europa.eu/display/ExactExternalWiki/Annexes#Annexes-AnnexesA(Ch.2):General. If you cannot provide a reference, please provide a justification.

[9] Only experience matching the evaluation criteria mentioned under 6.1.1 in the terms of reference will have to presented in this table. Where required, list the corresponding number of the evaluation criterion next to the general and specific experience required.

[10] If a specific requirement has been fulfilled under the working days mentioned under "General Professional Experience", repeat here for the same experience to demonstrate that the criterion for specific professional experience has been fulfilled.