



EUROPEAN COMMISSION

EuropeAid Co-operation Office

Thematic Operations

Finance, Contracts and Audit for thematic budget lines

Head of Unit

Brussels, 07/01/2008
AIDCO/F4/MP/av D(2008) 9

**NOTE TO THE ATTENTION OF
ALL FRAMEWORK CONTRACTORS FWC BENEf**

Subject: Changes in the management team

Ref: EuropeAid/119860/C/SV/multi

Dear Madam, Sir,

It appeared at several occasions that when trying to contact the Project director or a member of the management team as identified in annex III, "Methodology", of the Framework contract and whose list is published on our webpages (pt. 2.3 and 2.4 of the FWC site), we are informed that the person is no longer working for the Framework contract.

Let me remind you that the composition of the Management team, inclusive the name of the Project director, is contractually fixed and therefore binding. Any modification to this composition requires an ex-ante approval of the Contracting authority in line with article 17 of the General conditions.

Consequently, I invite you to check on our website whether the information regarding the Project director and the management team are correct and report to my team (europaaid-fwc-benef@ec.europa.eu) by 14th January at latest.

Any modification to the Management team after that date that is not notified to the FWC team, will be considered as a breach of contract. Should it be identified incidently, the corresponding contract will be immediately suspended, at least until the modification is formally accepted.

I thank you for your understanding and co-operation.

Faithfully yours,

Hans Stausboll