



Annex 1: Recommendations to further simplification of administrative procedures

1. Apply one set of rules and regulations

- Use the Participant Portal for all instruments across the programme
- Apply the same eligibility criteria for all projects independently of the instrument
- Apply the same reimbursement rates as applied for Research and Innovation Actions (RIA) and Innovation Actions (IA) for all instruments

2. Accept internal rules and regulations of national institutions

- Only consolidated costs should be submitted in the periodic financial reporting. Researchers themselves currently do the reporting of breakdown of costs, which is very time consuming. Contrary, public institutions keep financial details of consolidated costs, which are audited by the relevant national authority.
- Accept established depreciation rules of public organizations, which are part of the audit process by the corresponding regional or national authorities.
- Unit costs: Accept plausible and documented estimations in internal invoicing and calculations of unit costs
- Personal costs: Accept local regular working hours according to the respective laws and guidelines.
- Audit: provide standardized and consistent templates for the first and second level audit.

3. Technical reviews

- Participant Portal: Switzerland welcomes the efforts of the European Commission to establishing a unique entry point for submitting proposals, managing the GAP Processes, implementing the projects to their final close out. Handling FPs' projects with multiple partners has never been so simple and environment friendly.
- Reviewers and evaluators should have direct access to all relevant documents via a specific temporary "reviewer login" in the Participant Portal. This would release beneficiaries for having to upload their technical review to an external platform in addition to the participant portal.