# Declaration of Work undertaken During the Secondment

|  |  |
| --- | --- |
| Sending Institution Name |  |
| Sending Institution Address |  |
| Staff Member Name |  |
| Staff Member Surname |  |
| Type of seconded staff member (Early Stage Researcher,Experienced Researcher, administrative, managerial or technical staff) |  |
| Host Institution Name |  |
| Host Institution Address |  |
| Work Package Number |  |
| Secondment Start Date |  |
| Secondment End Date |  |
| Duration of secondment |  |

# Objectives

*Please provide a brief outline of the objectives of your secondment*

# Plan

*Please provide a brief outline of the work planned to be carried out during your secondment*

# Description of Tasks undertaken during the secondment

*Please provide a brief outline of the tasks carried out at the host institution*

# Brief summary of results

*Please provide a brief summary of the results obtained and any possible pitfalls that may have occurred.*

# Impact

*Please detail any aspects that may impact the development of you or your colleagues’ scientific careers such as international collaboration, learning of new techniques, ground-breaking research outputs.*

Signature:

Name:

Date: