



EUROPEAN COMMISSION  
DIRECTORATE-GENERAL HUMANITARIAN AID AND CIVIL PROTECTION - ECHO

ECHO.C – Resources, Partnership and Operational Support  
The Director

Brussels,  
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Sent by email only

**INTERPRETATIVE NOTE  
TO ALL DG ECHO STAFF AND PARTNERS**

**Subject: Cessation payments to staff and their eligibility as direct costs under the General Conditions**

The purpose of the attached note is to assist Partners in gaining clarity on whether the existing rules on cost eligibility may, in certain cases, extend to cover cessation payments made to their staff, given that the General Conditions do not expressly address the eligibility of these costs.

The note indicates that DG ECHO may consider costs related to cessation payments to be eligible costs under an Action it funds provided that the costs are based on a statutory obligation and represent an acceptable level of certainty in order to ensure respect of the 'no profit principle', and if an acceptable method of calculating these costs is followed, meaning one based on a system of accruing these costs on a regular and equitable basis throughout the staff's actual employment period. More details are provided in the annexed note.

The attached note shall have the force of an Interpretative Note binding upon DG ECHO in terms of Article 25 of the General Conditions applicable to Humanitarian Aid Actions and shall take effect immediately. It shall remain in force until the new FPA and General Conditions enter into force, which will expressly address this matter.

ECHO staff may send any questions on this matter to the internal support mailbox ([ECHO-FPA@ec.europa.com](mailto:ECHO-FPA@ec.europa.com)). Meanwhile, Partners are welcome to address their queries to the dedicated Partners' Helpdesk ([http://www.dgecho-partners-helpdesk.eu/contact\\_us](http://www.dgecho-partners-helpdesk.eu/contact_us)).

Walter SCHWARZENBRUNNER

Annex: Interpretative Note on Article 18 General Conditions in relation to cessation payments to staff