


Name of Document: F-011-01-Inspector Per diem Payment Approved by: Eoin McGrath Responsible: Iris Bargalló Entry: Payment of Inspection per diem amount to inspectors	Creation date: 19/04/2016 Effective date: 20/04/2016 Review date: n/a Modification: n/a	
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Inspection per diem payment for Inspectors

This form should be completed by the JACIE Inspectors and sent to the JACIE Office to request the payment of per diem amount in advance or after any JACIE inspections or events.

***Required**

1. *Inspector Name and Surname

2. *Inspection City

Where the inspection will take place

3. *Inspection Start Date

dd/mm/yyyy

4. *Days of Inspection

The per diem is per day

5. Per diem rate (Euros)

6. *IBAN

7. *BIC

8. TOTAL (Euros)

Once the form has been completed save the form, name it
YYYYMMDD_NAME_SURNAME (i.e. 20160420_Iris_Bargallo) attach to an email and send to
iris.bargallo@ebmt.org