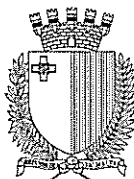


SEGRETARJAT PARLAMENTARI
GHALL-PRESIDENZA UE 2017 U
GHALL-FONDI EWROPEJ



MALTA

PARLIAMENTARY SECRETARIAT
FOR THE EU PRESIDENCY 2017 AND
EU FUNDS

Id-Divizjoni għall-Fondi u Programmi

Funds and Programmes Division

26 th April 2013

Project Leaders

Line Ministries

As you are aware, Beneficiaries have responsibilities relating to information and publicity measures for the public. These responsibilities are set out in the Regulations adopted by the EU or the Donor State(s) as the case may be. In light of this, and to enable better record keeping of publicity within the Funds and Programmes Division (FPD), you are kindly being requested to inform FPD of any publicity activities being carried out as part of your project. These can include, but are not limited to:

- Project Launch
- Project Closure
- Press Conference
- Public Conference
- Open Day(s)
- Information Festival
- Launch of calls / scholarships
- Any activities media featuring the project
- Target audiences/participants
- Other

Information on these activities is to reach FPD in a timely manner, but not later than 48 hours prior to the activity taking place. Details including date, time, venue and target audience, including your Project code are to be sent to FPD on fpd.meaim@gov.mt.

We thank you in advance for your cooperation,

Regards,

A handwritten signature in black ink, appearing to read 'Raphael Scerri'.

Raphael Scerri

Funds and Programmes Division

Triq il- Kukkanja, Santa Venera. SVR 1411
TELEPHONE: +356 2200 1108 FAX: +356 2200 1141
WEBSITE: www.fpd.gov.mt Email: fpd.meaim@gov.mt