Decision on Compensation Rates for Persons Engaged on Projects

Pursuant to the Statute of the Citizens' Association "ProForma", Belgrade, Vardarska 20, registration number 28029845, tax ID 106883254 (hereinafter: the Association), and the Rules on Time Recording and Engagement of Persons (No. D-5/2026), the Management Board adopted this Decision at its session held on [date] 2026.

Article 1. Subject

This Decision sets the maximum compensation for persons engaged by the Association on projects and the way salaries of employees are determined.

Article 2. Projects funded from sources in the Republic of Serbia

For projects funded by the Republic of Serbia, the autonomous province, local self-government units and other domestic donors, compensation under a service contract , a copyright contract or a supplementary work contract shall not exceed **RSD 120,000 neto per month**.

Article 3. International projects

For projects funded by the European Union, foreign governments and foundations, and international organisations, the monthly compensation for full-time engagement shall not exceed:

Category of engaged person	Maximum amount, gross per month
Expert	EUR 4,000
Administrative and financial staff	EUR 2,000

Where a person is engaged part-time or for part of a month, compensation is reduced proportionally, based on the hours entered in the timesheet.

Compensation is paid in Serbian dinars at the middle exchange rate of the National Bank of Serbia on the date of calculation, unless the contract with the donor provides otherwise.

Article 4. Employees

The salary of employees is set by the employment contract, in accordance with the Labour Law, based on qualifications, position and scope of work.

Where an employee works on a project, only the share of the salary corresponding to the time spent on the project, as shown in the timesheet, is charged to the project.

Article 5. Common rules

- The amounts in Articles 2 and 3 are ceilings. The actual amount is set in each contract, according to the complexity of the work and the approved project budget.
- The gross amount includes all taxes and contributions payable on the compensation.
- Where the donor's rules or the approved budget provide for a lower amount, the lower amount applies.
- Persons in the same category doing the same work receive the same compensation, regardless of sex or any other personal characteristic, in accordance with the Equal Opportunities and Non-Discrimination Policy (No. D-4/2026).
- Compensation is paid on the basis of a signed contract and proof of work performed (work report, timesheet).

Article 6. Entry into force

This Decision enters into force on the date of its adoption and applies to contracts concluded from that date.

No.: D-7/2026

Belgrade, 12. 2026

	President of the Management Board Dejan Masliković

Signed and stamped. The original is kept at the registered office of the Association.