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|  | **KONTOÄNDRING/OMFÖRING** **Anställningskontering/Tillägg****Mellan olika organisatoriska enheter**(Registreras vid HR-avdelningen)**Datum:**       |

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| Namn      | Personnummer      |
| Institution/motsv.      | Anställd som       | Anställnings nr:       |

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| **[ ]  Omför och ändra kontering retroaktivt from**        **[ ]  Avser enbart lönetillägg** **[ ]  Ändra kontering from**       |

**Nuvarande kontering**

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| Fördeln% | Konto (kf 1) | Projekt (kf 2) | Org (kf 3) | Verksamhet (kf 4) | Aktivitet (kf 5) | Motpart (kf 6) | Finanisär (kf 7) |
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**Ny kontering:**

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| Fördeln% | Konto (kf 1) | Projekt (kf 2) | Org (kf 3) | Verksamhet (kf 4) | Aktivitet (kf 5) | Motpart (kf 6) | Finanisär (kf 7) |
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 **OBS! Summan av konteringens fördelningsprocent skall alltid bli 100 %**

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| **Övriga upplysningar**       |

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| **Kontaktperson på institution/motsvarande**       |

**Underskrift prefekt/motsvarande Underskrift prefekt/motsvarande**

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| Datum, Ort            | Datum, Ort            |
| Underskrift | Underskrift |
| Namnförtydligande      | Namnförtydligande      |
| Organisatorisk enhet      | Organisatorisk enhet      |

**Underskrift prefekt/motsvarande Underskrift prefekt/motsvarande**

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| --- | --- |
| Datum, Ort            | Datum, Ort            |
| Underskrift | Underskrift |
| Namnförtydligande      | Namnförtydligande      |
| Organisatorisk enhet      | Organisatorisk enhet      |