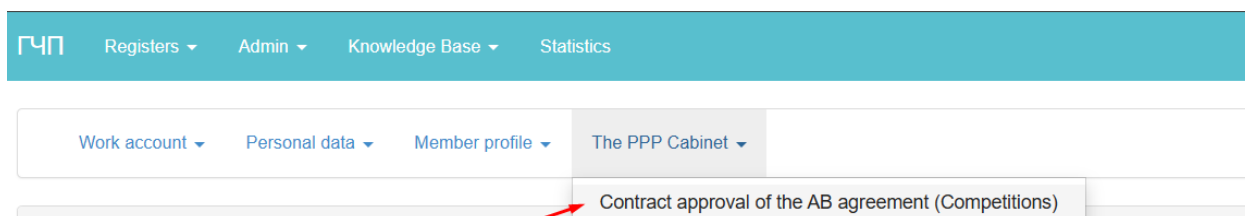


Contract Approval by the Authorized Body

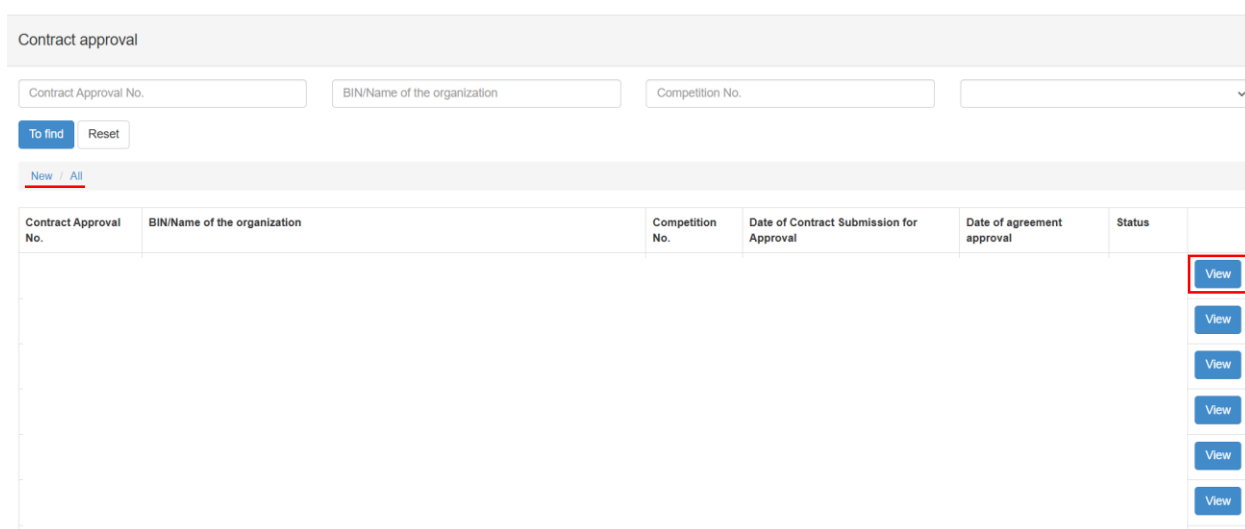
The Authorized Body must have the following user roles assigned for contract approval:

- Executor – the user who first receives the contract for review and approval.
- Approver – the user who makes the final approval decision.

To approve the contract, the user with the «Executor» role must go to the «The PPP Cabinet» menu and open the «Contract approval of the AB agreement (Competitions)» section.



In the «Contract approval of the AB agreement (Competitions)» section, new draft contracts submitted for approval to the Authorized Body are displayed to the Executor in the «**New**» tab, while all draft contracts are displayed in the «**All**» tab. To review the draft contract submitted to the Authorized Body for approval, the Executor must click the «**View**» button.



In the contract approval form, the Executor can review the draft contract that has been submitted to the Authorized Body for approval.

The screenshot shows the 'Contract approval' form. It has a header 'Contract approval' and a form area with several input fields: 'Contract Approval No.', 'BIN/Name of the organization', 'Competition No.', 'Documents', 'Approval Letter', 'Action', 'Approver', and 'Sent to'.

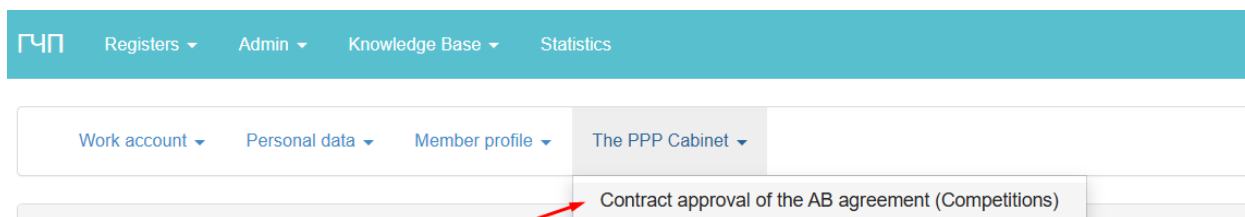
Once the Executor has reviewed the contract draft and is ready to either approve or reject it (for example, if the contract draft contains issues or requires revisions), the Executor must first attach the approval letter in the "Approval Letter" field. Next, in the «Action» field, select either «Approved» or «Not Approved», and in the «Approver Selection» field, specify the Approver who will make the final approval decision. After completing all of the above steps, the Executor must click the «Send» button.

The screenshot shows a web form for contract approval. It has several input fields: 'BIN/Name of the organization', 'Competition No.', 'Documents', 'Approval Letter', 'Comments on the agreement', 'Action' (a dropdown menu currently showing 'Not Approved' and 'Approved'), and 'Selecting a matching agent'. At the bottom of the form are three buttons: 'Go Back', 'Send', and 'Return to the Executor'.

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To complete the final approval of the contract, the Approver must navigate to the «The PPP Cabinet» menu and open the «Authorized Body Contract Approval» section



In the «Contract Approval of the AB agreement (Competitions)» section, the Approver can view newly submitted contract drafts sent by the Executor for approval under the «New» tab. The «All» tab displays all contract drafts. To review a contract draft submitted by the Executor for approval, the Approver must click the «View» button.

The screenshot shows the 'Contract approval' section of the application. It features a search bar with three input fields: 'Contract Approval No.', 'BIN/Name of the organization', and 'Competition No.'. Below the search bar are two buttons: 'To find' and 'Reset'. Below the search bar are two tabs: 'New' and 'All'. A list of contract drafts is displayed, with a 'View' button next to each entry.

In the contract approval form, the Approver can review the contract draft submitted to the Authorized Body for approval. The Approver can also review the Approval Letter attached by the Executor and then make the final approval decision.

The screenshot shows the 'Contract approval' form. On the left, there is a sidebar with fields: 'Contract Approval No.', 'BIN/Name of the organization', 'Competition No.', 'Documents', and 'Approval Letter'. The main area contains 'Approval Comments' (a text box), 'Action' (a dropdown menu with 'Not Approved' and 'Approved' options), and 'Approver Selection' (a dropdown menu). At the bottom, there are four buttons: 'Go Back', 'Send', 'Send to the Organizer', and 'Return to the Executor'.

If the Approver does not agree with the Executor's decision, the Approver must enter comments in the «Approval Comments» field, select «Not Approved» in the «Action» field, and click the «Return to the Executor» button.

This screenshot shows the 'Contract approval' form with red arrows pointing to the 'Comments on the agreement' text box and the 'Action' dropdown menu, which is set to 'Not Approved'. The 'Return to the Executor' button at the bottom is highlighted with a red border.

If the Approver agrees with the Executor's decision, the Approver must select «Approved» in the «Action» field and click the «Send to the Organizer» button.

This screenshot shows the 'Contract approval' form with the 'Action' dropdown menu set to 'Approved'. The 'Send to the Organizer' button at the bottom is highlighted with a red border.

Once the Approver has approved the contract draft and sent it to the Organizer, the contract draft is considered approved by the Authorized Body.