| OPERATION REFERENCE | | OPERATION NAME | | | | | | | | | Availability of Documentation | | | | | | | | |

Invoice / RR Number *(as inserted in MCIS)*	Contract Ref No. *(as inserted in MCIS)*	Was payment executed in line with the payment schedule in the contract?			Is the invoice covered by a valid performance guarantee?			Is the Insurance Policy a costed BoQ item?			Is the Insurance Policy valid and compliant with the Contract Conditions?			Is an MA approval to the contract modification/s in file?			For contracts above the EU threshold, for the approval of new rates / items only, was this published in the OJEU?			Has the contract increased in value following the MA approved modification/s to the contract ?		
		Yes	No	N/A	Yes	No	N/A	Yes	No	N/A	Yes	No	N/A	Yes	No	N/A	Yes	No	N/A	Yes	No	N/A

Final Outcome (To include any follow-up needed. Text to end either with "To be followed-up" or "Closed")	SOE by Operation No.

FINAL RECOMMENDATION				
			(In case of PARTIAL ACCEPT only)	
ACCEPT	REJECT	PARTIAL ACCEPT	Include Public Eligible Amount to be accepted	Include Public Eligible Amount to be rejected

INDIRECT COST	
%	€
TOTAL	

Checked by Implementation Unit Officer:		
Name and Surname	Signature	Date
Endorsed by Senior Manager / Chief Coordinator:		
Name and Surname	Signature	Date
Eligible Amount being recommended for certification		
Total Eligible Amount recommended for rejection		
Total Eligible Amount raised in SoE by Operation		

Indirect Cost *(Exclusively for Management Visibility)*	