| OPERATION REFERENCE | | OPERATION NAME | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| Invoice / RR Type (*Single Payment Claim or Multiple Payment Claim*) | Invoice / RR Reference Number (*as inserted in MCIS*) | Contract Reference Number (*as inserted in MCIS*) | Contract Title (*in short*) | Contractor | Net (*Public Eligible only*) | VAT (*Public Eligible only*) | Total Public Eligible (*Net + VAT*) | MA Verification Report Reference Number | Status of MA Verification Report | Availability of Documentation | | | | | | | | | | | | | | | | | | | | | | | | | | | Comments and/or Follow-up needed. |
| | | | | | | | | | | Do the details on the invoice match with the 'payment claims details' and were they confirmed correct arithmetically? | | | Is the payment in line with the Grant Agreement and Eligibility Rules? | | | Have the supplies been delivered in line with the Contract's Period of Execution? | | | Pre-financing and/or Mobilisation Payment<br>Is the invoice covered by a valid pre-financing and/or mobilisation guarantee? | | | A valid pre-financing and/or mobilisation guarantee (up to 100% amortization) to cover the pre-financing and/or mobilisation payment. | | | Partial Provisional and/or Provisional Acceptance Certificate (P.P.A.C / P.A.C)<br>or<br>Final Acceptance Certificate (F.A.C.) | | | Retention Payment:<br>A retention guarantee to cover the retention payment | | | Fiscal Receipt in line with VAT legislation | | | Addendum/a 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 | Yes | No | N/A | Yes | No | N/A | |
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| 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 it valid and in compliance 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 |
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| Final Outcome (To include any follow-up needed. Text to end either with "To be followed-up" or "Closed") | SOE by Operation No. |
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