The Internal Review Process

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			Ac	tions
Text v Q. Search	RISK DETAIL	3	Internal Review	2
RISK DETAILS	V MR	B2317WST380529120	Show Firm Order	Đ
			Create Endorsement	
	ATTACHING TO FACILITY CONTRACT NUMBER	B2317WST380529120 B2317K47632090313	View Written Lines	é
			Record Off-Platform Lines	ଜ
	•		Export	ø
	INSURED	David-Neel Tulpatics	Clone as New	÷
	•		Insert Content from Contract/Template	F

To request a colleague's internal review for a specific contract instance, open the contract and select 'Internal Review' from the blue drop-down 'Actions' menu. If your team has no members able to review the contract, this option is hidden.

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'ext ∨ Q Search	RISK DETA L	_S
RIBIC DETALLS SECURITY DETALLS	♥ UMR	B2317WST380529120
	ATTACHING TO FACILITY CONTRACT NUMBER	B2317WST360529120 B2517W476320960313
		David-Neel Tulpatcs
	TYPE	Aviation Insurance
	INTEREST	Liability

Review contracts are marked with an Internal Review notice. To perform a review, read the contract carefully and then click the 'Internal Review' button next to the blue drop-down 'Actions' menu.



Available Internal Reviewers on your team are displayed. You may select an individual or the team in general. Add a note if desired, and click 'Send' to start the review process.



The 'Internal Review' pane summarises recent document changes and provides space for explanatory notes. Click 'Approve' to approve the contract, or 'Reject' to reject it.



Valid potential reviewers of the contract will receive an action notification that a review has been requested. Please note that mandatory reviews can also be set to trigger automatically at specific contract stages.



Once the contract has been approved or rejected, its internal review status, displayed on the Overview tab, changes from 'Pending Review' to 'Approved' or 'Declined' as appropriate.

