Working together effectively

Ag obair go héifeachtach le chéile



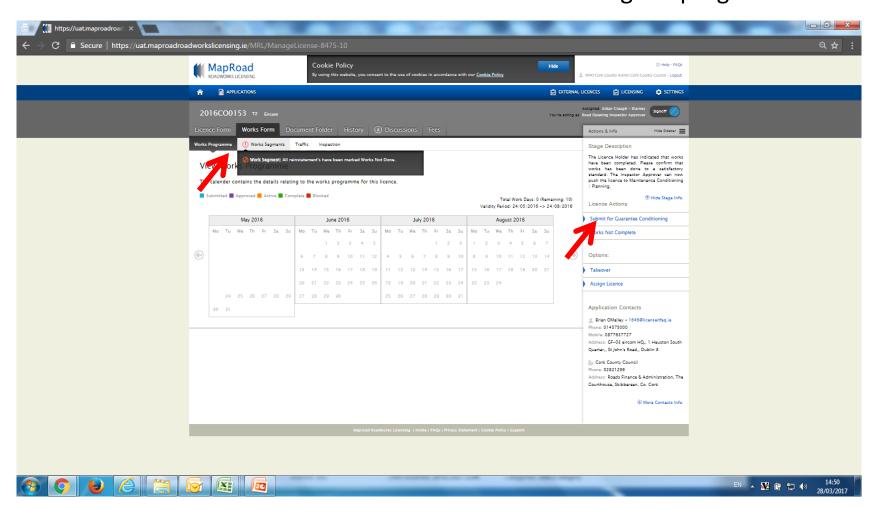
Title: Closing of a Granted Licence with Works Not Complete		
Reference:	21	
Revision:	1	
Date:	28/03/17	

The Applicant must notify the authority if works are not completed.

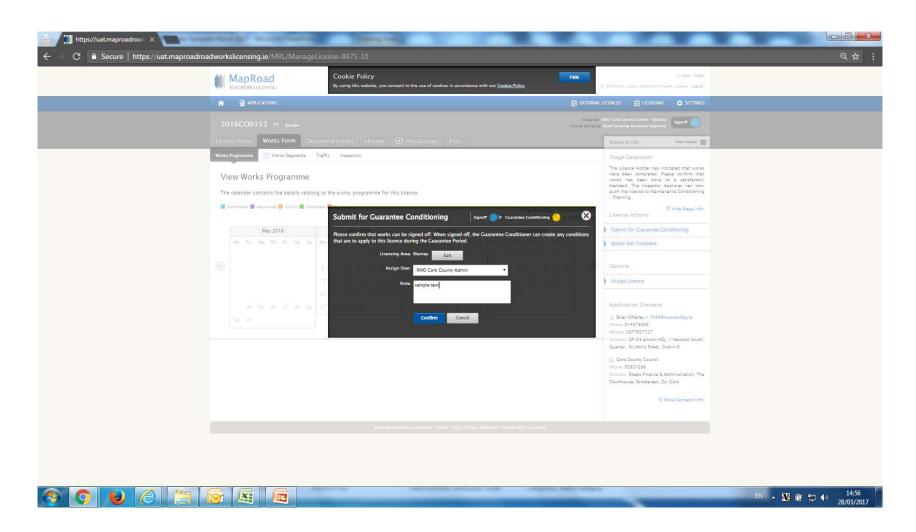
Notification email is issued to the assigned user. The application is in the Sign

Off stage. Scroll over the exclamation to identify status.

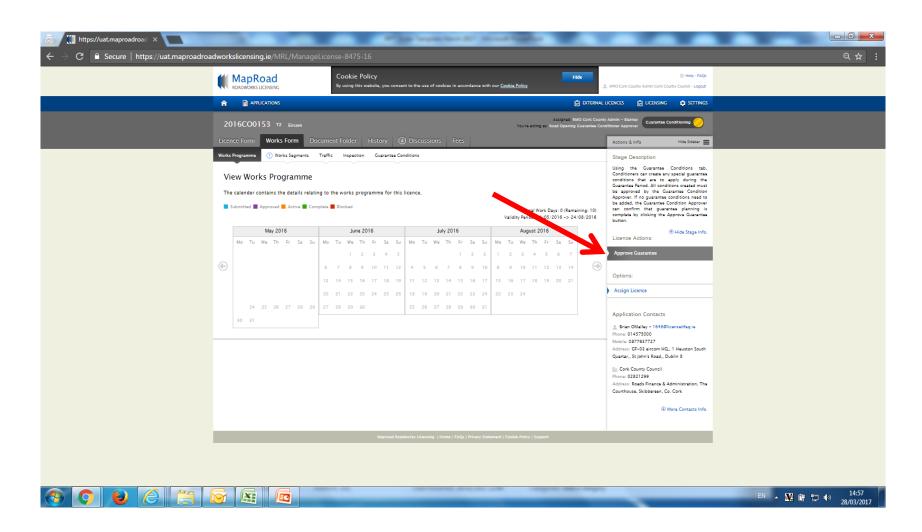
Please select "Submit for Guarantee Conditioning" to progress.



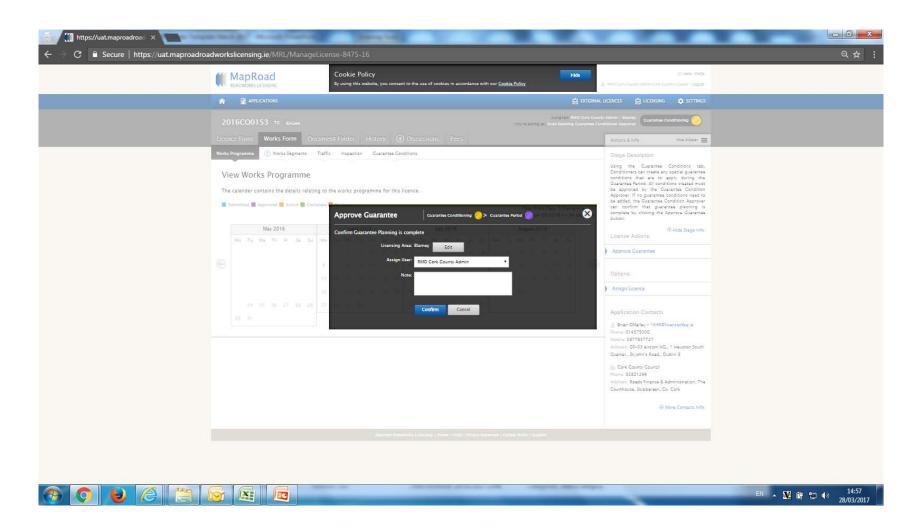
Enter appropriate text and select "Confirm".



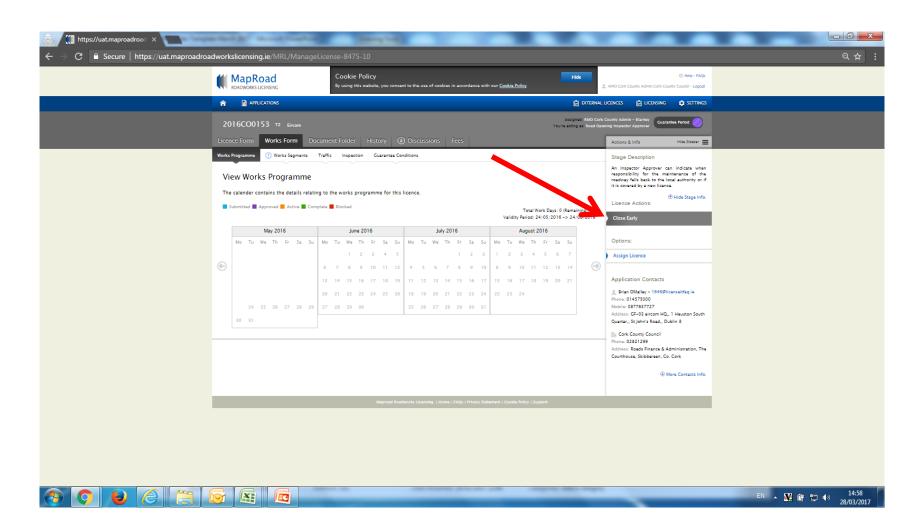
Select "Approve Guarantee" to progress.



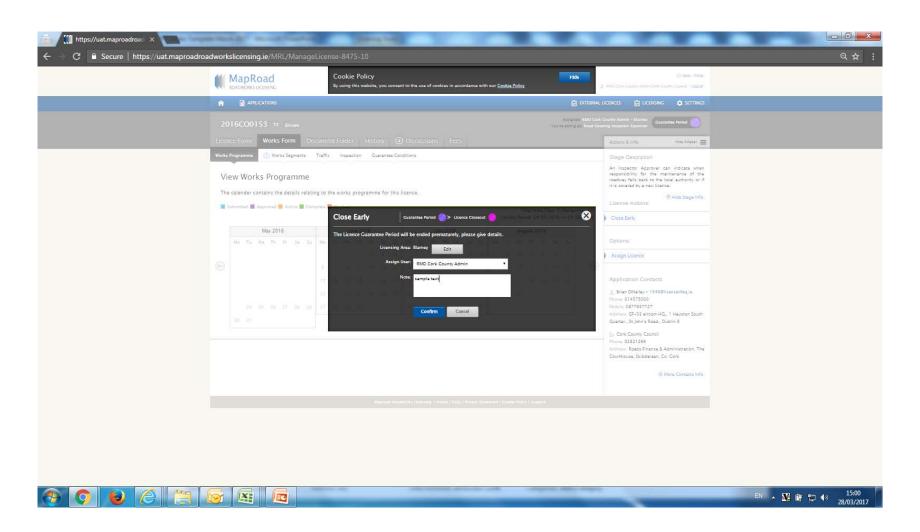
Enter appropriate text and select "Confirm".



Select "Close Early"

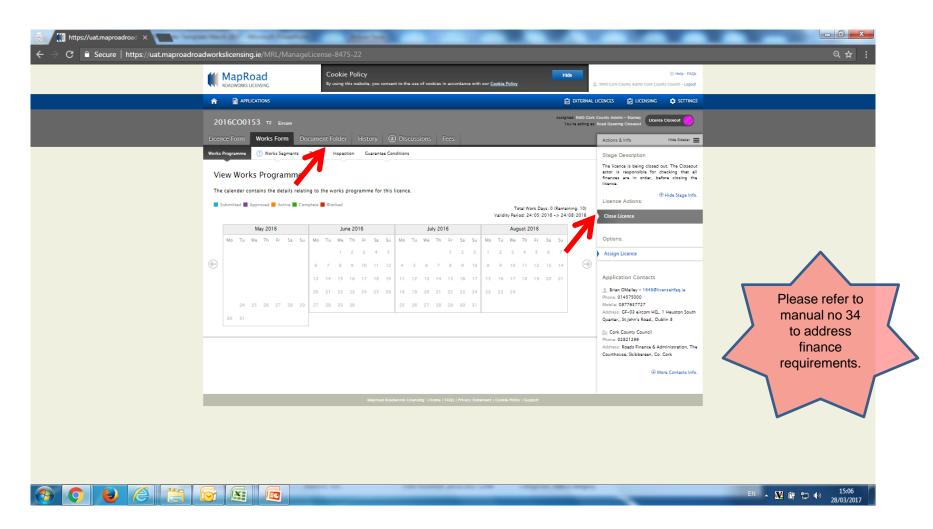


Enter appropriate text and select "Confirm".

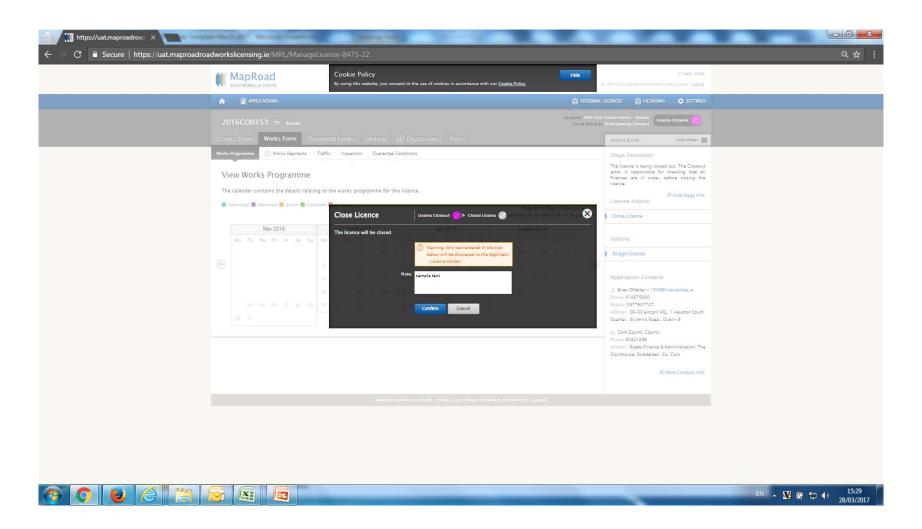


Finance details may need be addressed prior to archive. Please reassigned to Finance and Admin Staff if appropriate.

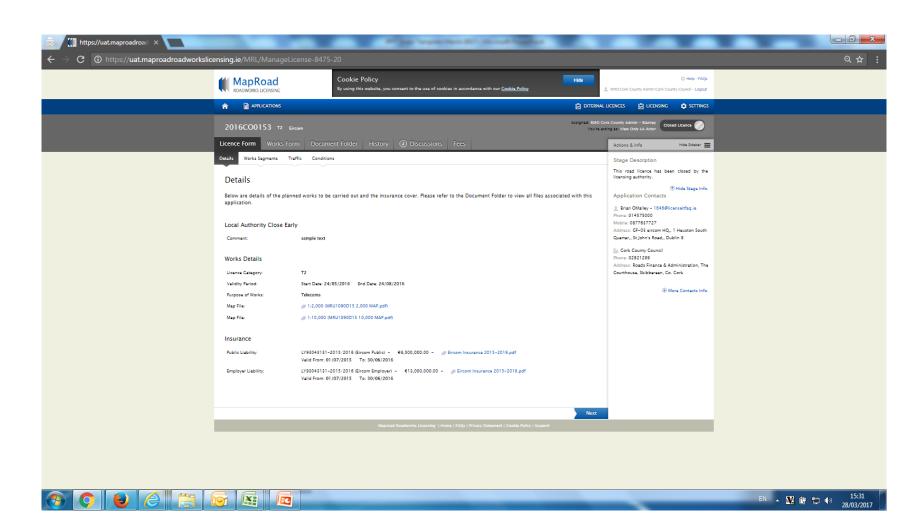
Please select "Close Licence" to progress to Archive.



Enter appropriate text and select "Confirm" to progress to Archive. Details will remain available in Archive to view only.



Details will remain available in Archive to view only in "Closed Licence" stage.



Please submit any queries to the RMO through Support@mrl.jitbit.com

