

Completing and Authorising Tasks

Ideally, tasks should be accepted on completion by a representative of the Authority (either the DE&S OM or Engineer; the User; or an Overseer). However, resource constraints mean that this is not always possible, and the ability of a Contractor to demonstrate that they have achieved the Agreed Delivery Date should not be impacted if MOD does not have the ability to formally accept the work on the due date.

However, in order to maintain an audit trail of the completion of work, the Contractor should always provide written confirmation that the work has been completed as task and is ready for acceptance. Appropriate photographs may also help in this regard. At this point, the task is then regarded as 'complete', and can be recorded as such on the KPI Spreadsheet (Schedule 08).

It should be noted that the above provisions do not apply where an acceptance sea trial is required. The Contractor should always ensure that sufficient notice of acceptance sea trials is given to ensure appropriate MOD representation can be arranged.

Acceptance by MOD will occur as soon as possible after notification of completion by the Contractor. The exact acceptance strategy will vary on a case-by-case basis, and therefore should be agreed during the course of the task. However, MOD should give a written confirmation of their acceptance of the boat, and their acceptance of the completion date stated by the Contractor.