





Grant Agreements - User verification


The user who is assigned the *Sign Grant Agreement* permission must be verified. This means that they must provide the ESICC with documentation justifying their authority to sign, and the ESICC must approve this authority. Until ESICC approves the signing rights, the user will see *No* under *Permission to sign* in the Users section of the e-tool. In addition, they will not see the approval checkbox when accessing the edit mode.

02-03 testinė paraiška  

Grant Agreement Change history **Users** Communication

ADD USER

Users	Permissions	Permission to sign	Details
Testavimo Sumetimais, tsumetimais@gmail.com	Preview Grant Agreement, Edit Grant Agreement, Sign Grant Agreement, Manage users, View Grant Agreement communication, Manage Grant Agreement communication	No	 

Edit permissions 

User e-mail

User details

Preview Grant Agreement

Edit Grant Agreement

Sign Grant Agreement Granting Authority confirmed signature right:

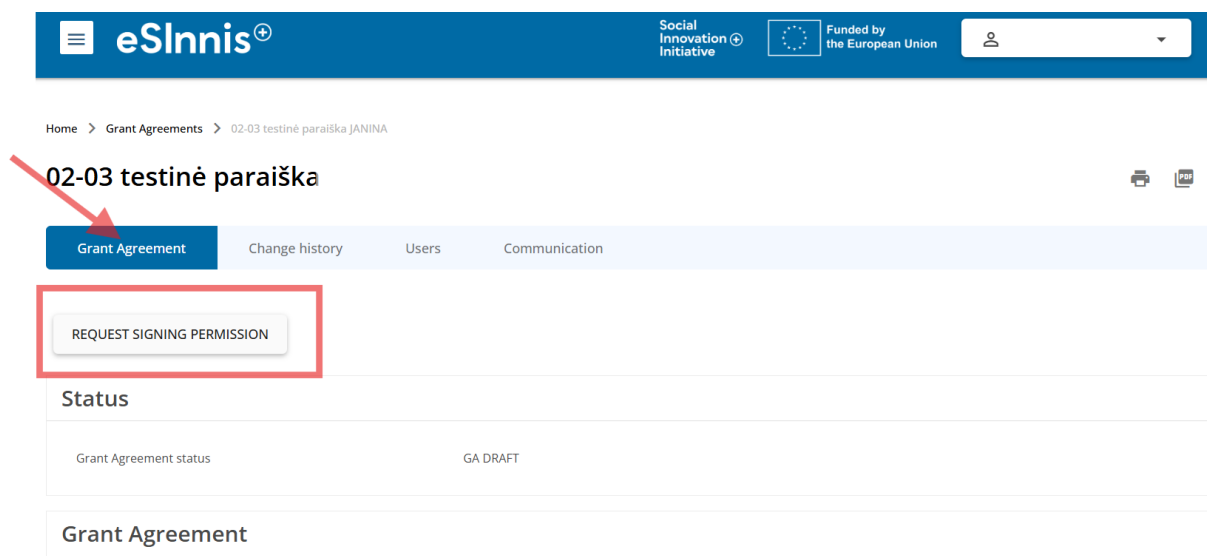
Manage users

View Grant Agreement communication

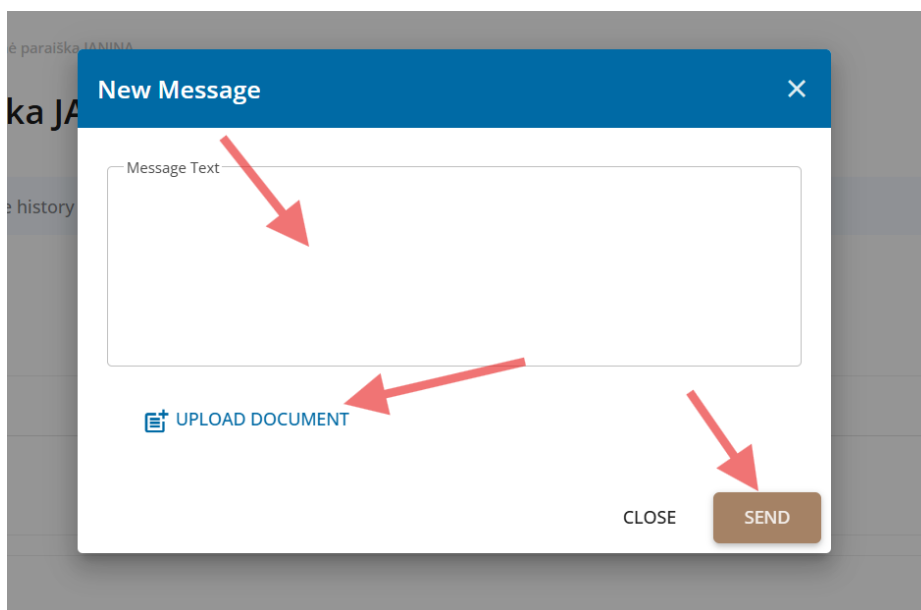
Manage Grant Agreement communication

CLOSE **SAVE**

When the user navigates to the *Grant Agreement* section, they will see a **Request Signing Permission** button if they have been assigned the signing permission.



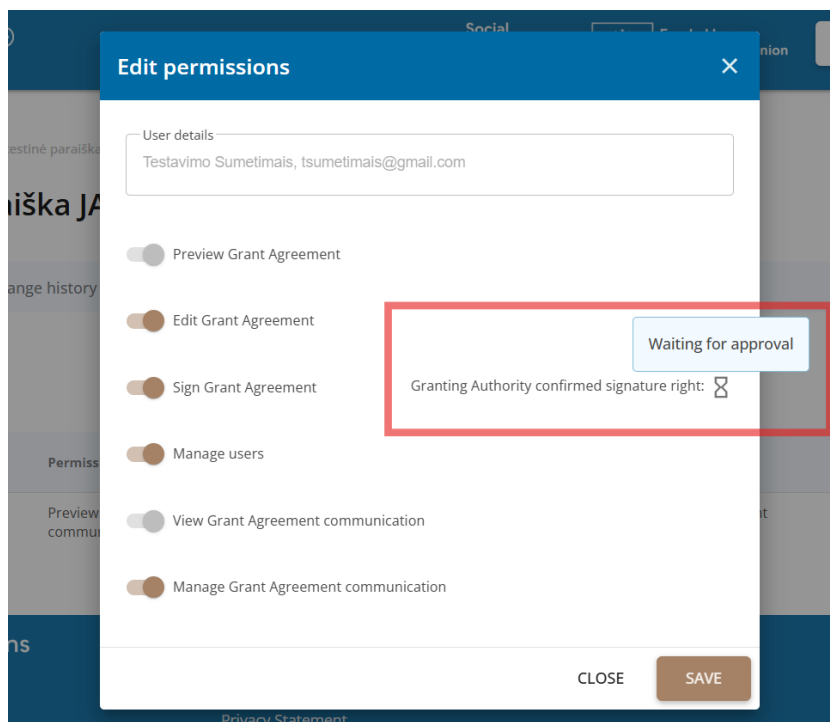
Clicking on *Request Signing Permission* will open a window where the user will have to write a message and attach the required documents. Once this step has been completed, the user will have to click *Send*, which will send the request to ESICC.



Once the request has been submitted, the user will see the status *Waiting for approval* under *Permission to sign* in the *Users* section.



The same status will be displayed when the user card is opened in editing mode.



If ESICC does not approve the verification, the user will receive a notification in the *Communication* section, as well as an email informing them of the system message received.

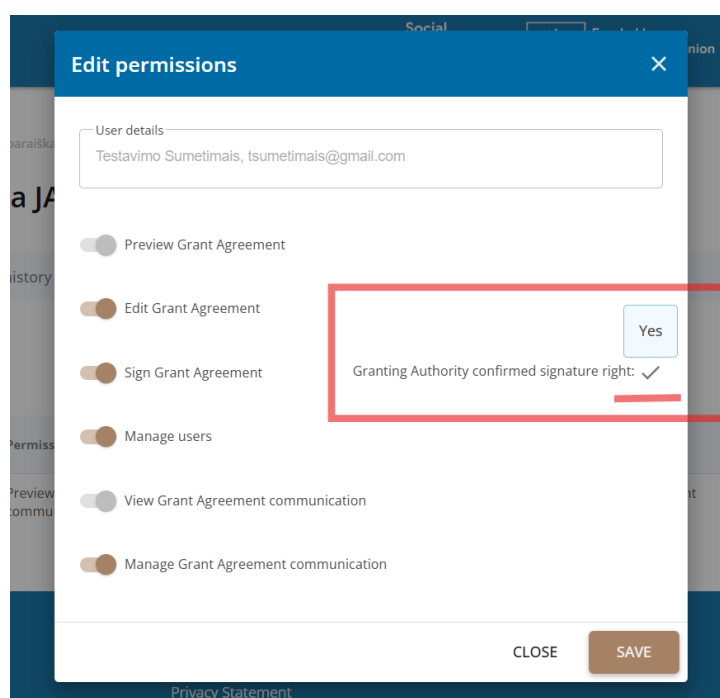


In this case, the *Request Signing Permission* button will become active again and the user will need to repeat the verification process, following the same steps as the initial request.

Once ESICC has approved the user's signing rights, they will see *Yes* under *Permission to sign* in the *Users* section.

Grant Agreement	Change history	Users	Communication
ADD USER			
Users	Permissions	Permission to sign	Details
Testavimo Sumetimais, tsumetimais@gmail.com	Preview Grant Agreement, Edit Grant Agreement, Sign Grant Agreement, Manage users, View Grant Agreement communication, Manage Grant Agreement communication	Yes	 

This approval will also be displayed when the user card is opened in editing mode.



When the GA signing process is initiated, the user will see the following buttons:

Sign - to sign the agreement.

Return - to return the agreement for further changes.

Refuse - to decline signing the agreement.

02-03 testinė paraiška

Grant Agreement	Change history	Users	Communication
SIGN RETURN REFUSE			
Status			
Grant Agreement status		Sent for signature	

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