Morning watch — 4 flags

LINDBERGH FORMATION — 16 rue de Maillé, 91310 Montlhéry, France · Companies register (RCS) Evry 817 946 114

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Fictional document — demonstration example

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Fictional document, produced for demonstration. **The first flag is the only one whose deadline cannot be recovered**: the other three cost time, that one can cost the tender.

#	Flag	Project	Deadline	At stake	Recipient
1	Bidder question unanswered	School complex	**4 days**	**Equal treatment of bidders**	Project leader + client
2	Ground survey not delivered	School complex	48 d late	2 open specification clauses	Project leader
3	Services engineer's insurance expired	2 projects	**Passed**	Joint contract uncovered	Office manager
4	Standard revised, specification not updated	Library	Before issue	Points to an earlier version	Drafting architect

Flag 1 — the rule as applied

The tender rules require answers to questions to be made known to **all** bidders, no later than six days before the submission deadline. Submission on 17/08: the answer must be issued by 11/08 at the latest. Question received 06/08 at 17:48.

> **That deadline comes from these tender rules, not from a general principle.** It varies from one tender to the next: it is read in the document, not applied from memory.

Proposed chases

Flag	Without action	Then
1	Reminder at 24 h	Partner at 48 h
2, 3, 4	Reminder at 48 h	Partner at 96 h
All	—	Weekly summary, by project

The summary is ordered by project and not by person. That is not politeness: a list sorted by person becomes an appraisal, and stops being read as a tool.

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