



Morning watch — 4 flags

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Fictional document — demonstration example

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Fictional document, produced for demonstration. **The fourth flag has the shortest deadline and the smallest volume**: an answer left unpublished on a tender closing in nine days.

#	Flag	What triggered it	Deadline	Recipient	Chase
4	Answer to one bidder not published to the others	Exchange on the platform	Closes in 9 d	Procurement	24 h
3	Ten-year insurance certificate expired	Valid to 30/06	Passed	Site manager	24 h
1	Contract expiring, no tender launched	Ends 30/09, 4 years, no renewal	5 weeks	Procurement + user department	7 d
2	Cumulative variations at 19.4%	3 notified, a 4th in preparation	Before signature	Procurement	7 d

The first item of the original list comes third here. Ranking is by real deadline: five weeks is short for a contract, and long beside nine days.

Flag 1 — how the five weeks are counted

Element	Value	Source
Contract awarded	01/10/2022	Form of tender
Duration	4 years	Form of tender
Renewal clause	None	Conditions, cl. 3
Contract ends	30/09/2026	—
Observed duration of comparable tenders	7 to 8 weeks	3 tenders 2023-2025

The dates come from the form of tender and the conditions, which are on file. Whether the contract may be extended, or a replacement let, is not dealt with here: that is regulation, and it is put as a question to procurement.

Proposed chases

Flag	Without action	Then
3 and 4	Reminder at 24 h	Chief executive at 48 h
1 and 2	Reminder at 7 days	Chief executive at 14 days
All	—	Weekly summary, by contract

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