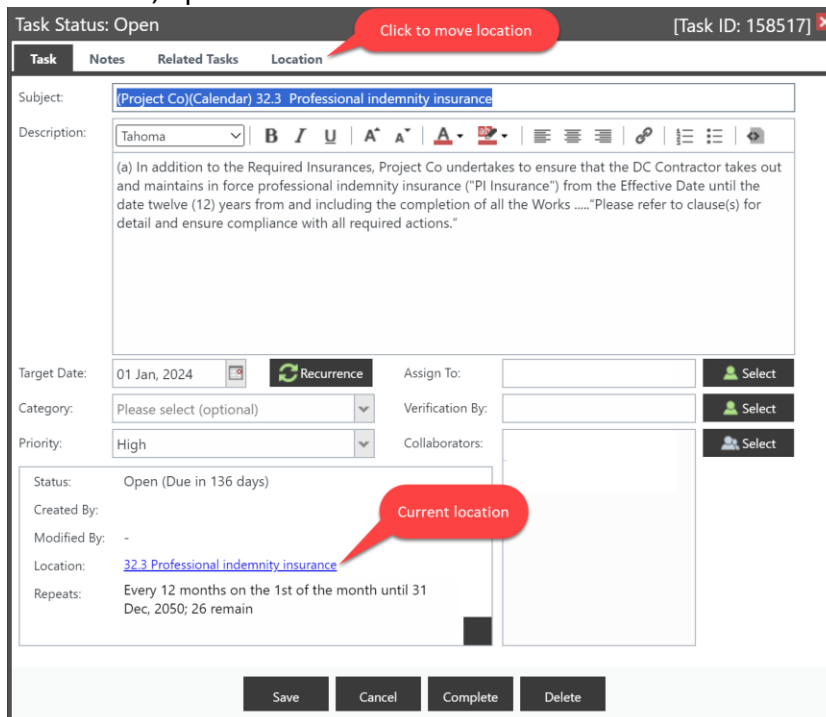


Relocating Tasks

Contractual obligations may be managed through Affinitext using the Task Manager function whereby Tasks are 'pinned' at the clause which sets out the obligation. You may wish to adjust where a Task is pinned, for instance if you wish to pin it at a particular sub-clause. You may also need to move Tasks in the event that a book containing Tasks has been restated. This guide shows you how to move Tasks.

Relocating Tasks:

At the Task, open the Task editor and click on the Location tab.



Task Status: Open [Task ID: 158517] ✕

Task Notes Related Tasks Location

Subject: (Project Co)(Calendar) 32.3 Professional indemnity insurance

Description: Tahoma

(a) In addition to the Required Insurances, Project Co undertakes to ensure that the DC Contractor takes out and maintains in force professional indemnity insurance ("PI Insurance") from the Effective Date until the date twelve (12) years from and including the completion of all the WorksPlease refer to clause(s) for detail and ensure compliance with all required actions."

Target Date: 01 Jan, 2024 Recurrence Assign To: Select

Category: Please select (optional) Verification By: Select

Priority: High Collaborators: Select

Status: Open (Due in 136 days)

Created By:

Modified By: -

Location: 32.3 Professional indemnity insurance

Repeats: Every 12 months on the 1st of the month until 31 Dec, 2050; 26 remain

Save Cancel Complete Delete

The location tab will show you all the books where the Task may be moved to:

Task Status: Open [Task ID: 158517] X

Task Notes Related Tasks **Location**

Filter Books by Title

Books

- ☐ Project Agreement
- ☐ Schedule 10 Design and Construction Requirements (Project Agreement)
- ☐ Schedule 11 Tfl Technology Requirements (Project Agreement)
- ☐ Schedule 12 Environmental Requirements (Project Agreement)
- ☐ Schedule 13 Network Occupancy (Project Agreement)
- ☐ Schedule 14 User Charging Interface (Project Agreement)
- ☐ Schedule 15 Design & Construction Performance Monitoring (Project Agreement)
- ☐ Schedule 16 Records and Reporting (Project Agreement)
- ☐ Schedule 17 Handover and Permit To Use Requirements (Project Agreement)
- ☐ Schedule 18 Operation and Maintenance Requirements (Project Agreement)
- ☐ Schedule 19 Handback Requirements (Project Agreement)
- ☐ Schedule 1 Definitions and Interpretations (Project Agreement)
- ☐ Schedule 20 Payment Mechanism (Project Agreement)
- ☐ Schedule 21 Insurance (Project Agreement)
- ☐ Schedule 22 Change Procedure (Project Agreement)
- ☐ Schedule 23 Dispute Resolution Procedure (Project Agreement)
- ☐ Schedule 24 Commercially Sensitive Information (Project Agreement)
- ☐ Schedule 25 Base Case (Project Agreement)
- ☐ Schedule 26 Refinancing (Project Agreement)
- ☐ Schedule 27 Compensation on Termination (Project Agreement)
- ☐ Schedule 28 Direct Agreements and other Contracts and Agreements (Project Agreement)
- ☐ Schedule 29 Project Co and Hold Co Information (Project Agreement)
- ☐ Schedule 2 Programme (Project Agreement)

Save Cancel Complete Delete

The current location is identified as so:

Task Status: Open [Task ID: 158517] X

Task Notes Related Tasks **Location**

Filter Books by Title

Books

- ☐ Project Agreement
 - ☐ PROJECT AGREEMENT
 - ☐ [THIS AGREEMENT]
 - ☐ RECITALS
 - ☐ PART I - DEFINITIONS AND INTERPRETATION
 - ☐ PART II - GENERAL
 - ☐ PART III - LAND, PLANNING AND DUTIES
 - ☐ PART IV - WORKS
 - ☐ PART V - SERVICES
 - ☐ PART VI - NETWORK REQUIREMENTS
 - ☐ PART VII - CHANGE AND RELIEF
 - ☐ PART VIII - FINANCIAL PROVISIONS
 - ☐ 27. INVOICING AND PAYMENT
 - ☐ 28. REFINANCING
 - ☐ 29. CHANGE OF OWNERSHIP
 - ☐ 30. INDEMNITIES
 - ☐ 31. TAXES
 - ☒ 32. INSURANCE
 - ☐ 32.1 Insurance requirements
 - ☐ 32.2 Identity of insurer
 - ☒ 32.3 Professional indemnity insurance
 - ☐ 32.4 Claims
 - ☐ 32.5 Broker's letter of undertaking

Current location is identified

Save Cancel Complete Delete

Tick the box next to the clause or subclause that the Task is to be moved to and then press 'save'. Upon saving the Task will be moved to its new location and the Task editor will close.

Task Status: Open

[Task ID: 158517]

Task

Notes

Related Tasks

Location

Subject:

Project Co(Calendar) 32.3 Professional indemnity insurance

Description:

Tahoma

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(a) In addition to the Required Insurances, Project Co undertakes to ensure that the DC Contractor takes out and maintains in force professional indemnity insurance ("PI Insurance") from the Effective Date until the date twelve (12) years from and including the completion of all the WorksPlease refer to clause(s) for detail and ensure compliance with all required actions."

Target Date:

01 Jan, 2024

Recurrence

Assign To:

Silvertown Project Co User

Select

Category:

Please select (optional)

Verification By:

Select

Priority:

High

Collaborators:

Silvertown Tunnel BT...

Select

Silvertown Tunnel BT...

Select

Status:

Open (Due in 136 days)

Created By:

Jem Fennell on 11 Nov, 2023 17:30

Modified By:

Jem Fennell on 17 Aug, 2023 17:30

Location:

32.1 Insurance requirements

Repeats:

Every 12 months on the 1st of the month until 31 Dec, 2050; 26 remain

Save

Cancel

Complete

Delete

Special Case: Restated Agreements

If you have an agreement in the library which contains Tasks, and that agreement is subsequently amended by way of a restatement, then the Tasks from the previous version of the agreement are unpinned from their previous clause locations and migrated to the top of the restated version. This allows you to review each Task to see if the obligation is still relevant, and/or if it needs amending to align with the restated obligation and then relocate the Task at the restated clause. Tasks made obsolete by the restatement can simply be deleted.

For more information on how to relocate Tasks, please contact support@affinitext.com.

For a printable version of this article, please download the document attached at the foot of this article.

Document Version Control

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