## How to approve vessel purchase document on the web side (document)

After the vessel purchase document is executed, the documentation will be transferred to the approver workbench for approval according to the approval process node.

Log in to the OLUS Web side and enter the Workbench interface by default. Click "Workflow Task: Purchase Application	ତ			Workbench 29	216 Vessel	Monitor Find			Switch	ing System <del>-</del>	Q <b>*</b> 20	EN <del>•</del> (	D 🛣	孙红梅
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The user logs in to the OLISS Web side and operates in steps 1-3 below on the workbench interface.

## Description:

If you click "Reject" in step 3 above, the documentation will be returned to any approved approval node, and it can also be returned to the submitter.

If you go back to any step for approval, the status will be "Approving".

If it is returned to the submitter, the status will be "Rejected".

After the approval of the vessel purchase order, the documentation will become acceptance pending and will be operated by the ship end. The "Vessel Purchase To Be Accepted" task will appear on the workbench of authorized personnel.