

Appointing document of the initial user in BAMOS+

Version 1.0

Project registration number:	PIFS3_167
Appointing person, authorised to legally represent the Lead Partner organisation	
First name	Vytautas
Last name	Vansavičius
Lead Partner organisation (LP)	Vilnius District Municipality Administration
Position (within the Lead Partner organisation)	Director of Administration
I appoint as initial user in BAMOS+ and representative on behalf of the LP organisation	
Appointed person	
First name	Dorota
Last name	Korwin-Piotrowska
Position (within the Lead Partner organisation)	Head of Investment and Project Management Department
Postal adress of the Lead Partner organisation (street, postcode, city and country)	Rinktinės street 50, LT-09318 Vilnius, Lithuania
e-mail	dorota.korwin-piotrowska@vrsa.lt
Telephone	+37052754684
Mobile Phone (optional)	

We confirm to have read and agreed to the roles and duties of the initial user and any other user with read, write and submit rights according to which they:

1. Will have the right **to submit forms**:
 - a. concept note;
 - b. application;
 - c. clarification form;
 - d. progress report;
 - e. if relevant other forms.

2. Will have the right to **submit supporting documents** for the forms under (1) to the MA/JS.
3. Will have **write right of forms**:
 - a. concept note;
 - b. application;
 - c. clarification form;
 - d. progress report;
 - e. if relevant other forms.
4. Will have **read right** for all sections on project level.
5. Will have **read, write and submit right** in the **Messaging Center**.
6. Upon submission will be familiar with and confirm the content of:
 - a. concept note;
 - b. application;
 - c. clarification form;
 - d. progress report;
 - e. if relevant other forms.
7. Will be familiar with terms and conditions for the use of BAMOS+.
8. Will have the right to attribute and revoke user accounts on project and partner level, except for control, as follows:
 - a. **accounts with read, write and submit right. Accounts with read, write and submit right can only be created for people employed at the lead partner organisation and duly authorised to represent it in relation to the project for which the user is granted access rights.** Every account with read, write and submit right should be accompanied by an appointing document. This document is to be filed and kept internally at the lead applicant organisation for any possible check.
 - b. accounts with **write and read right**, or
 - c. accounts with **read right**, or
 - d. Project partner accounts for the partner reporting section
9. Will be responsible for the account management of the particular project in BAMOS+ and **for keeping user roles up-to-date**. Will also be responsible for revoking user rights and deactivating accounts of users who are no longer working for the project.
10. Will be responsible for verifying regularly the scope of the lead partner responsibilities and ensure that any person acting as user with read, write and submit rights on project level remains at all times duly authorised to represent them in relation to these responsibilities for the project for which the user is granted access rights.

11. Will keep the project data in the application, contact data section or document center and any other relevant section up to date.

Date

Signature of the appointing person (legal representative)

dd/mm/yyyy

Date

Signature of the appointed person (legal entity representative and initial user in BAMOS+)

dd/mm/yyyy

DETALŪS METADUOMENYS	
Dokumento sudarytojas (-ai)	Vyr. specialistė Katažyna Juchnevič
Dokumento pavadinimas (antraštė)	Appointing document of the initial user in BAMOS+
Dokumento registracijos data ir numeris	2025-06-05 Nr. VD-10396(17.3 Mr)
Adresatas	–
Dokumentą derino	Vyr. specialistė Katažyna Juchnevič
Veiksmo atlikimo data ir laikas	2025-06-05 15:37:57
Dokumentą pasirašė	Vedėja Dorota Korwin-Piotrowska
Veiksmo atlikimo data ir laikas	2025-06-05 15:40:33
Dokumentą pasirašė	Administracijos direktorius Vytautas Vansavičius
Veiksmo atlikimo data ir laikas	2025-06-05 15:58:07
Registratorius	Vyresn. specialistė Aušra Daugirdienė
Veiksmo atlikimo data ir laikas	2025-06-05 16:01:10
Dokumento nuorašo atspausdinimo data ir jį atspausdinęs darbuotojas	2025-06-05 atspausdino Vyr. specialistė Katažyna Juchnevič

Nuorašas tikras
Vilniaus rajono savivaldybės administracija
2025-06-05