

Process: Lease Management

Subprocess: Lease Contracts Renegotiation

Process Owner: Laia Lahoz

Proces Leader: Carla Alaman

Author	Miguel Pérez
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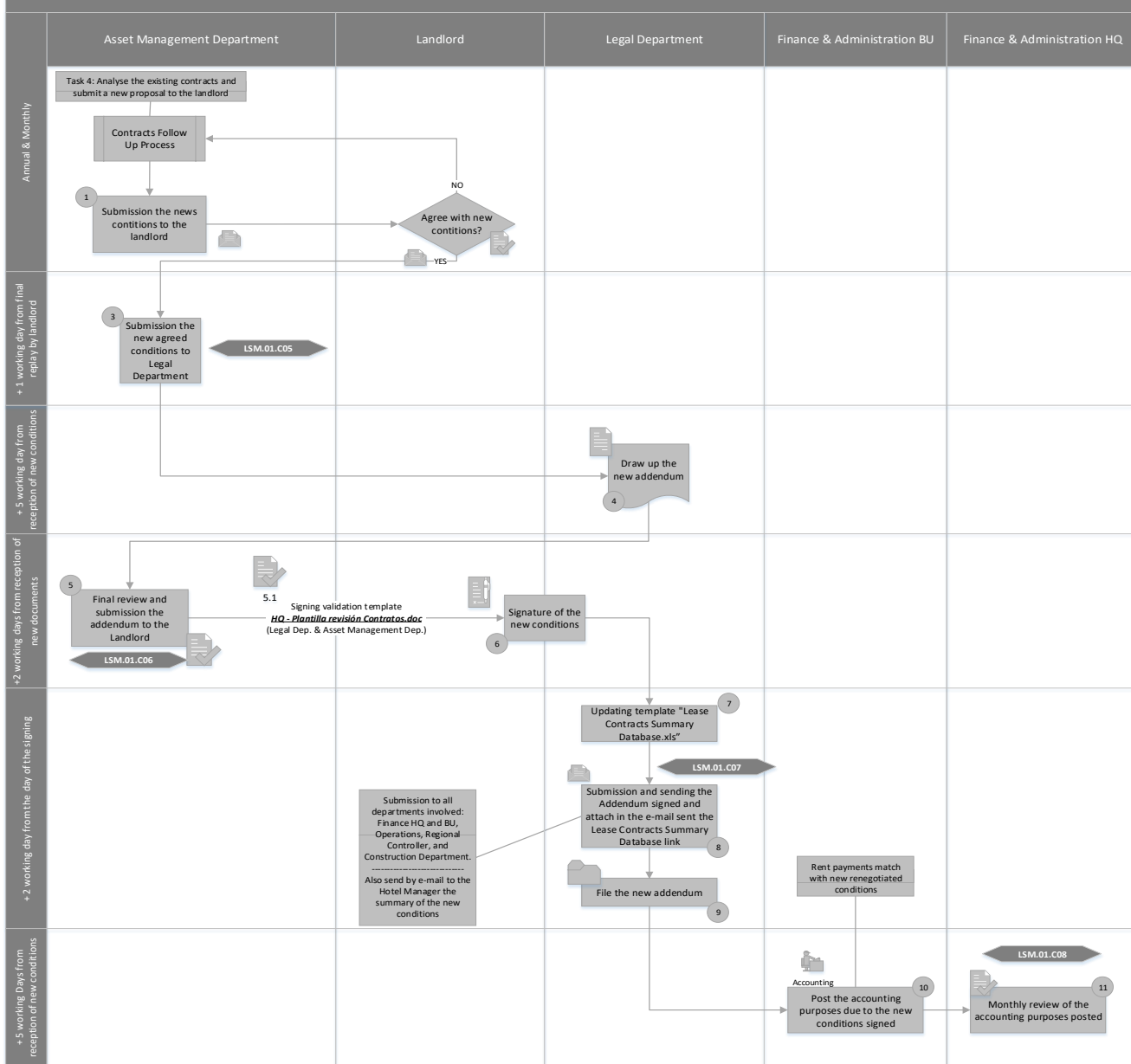
NH Approvals			
Name	Function	Date	Comments
Laia Lahoz	Process Owner	19.07.2016	
Carla Alaman	Process Leader	19.07.2016	

Modification History			
Document Version	Date	Modified by	Comments
0.1	01.03.17	Miguel Pérez	Se incluyen tareas para el acceso y la gestión de la BBDD de los contratos, archivo y política de accesos a la documentación soporte.

Contracts Renegotiation

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Shape	Name	Description
	Task	Represents a manual activity of the process.
	Automatic Task	Represents an automatic activity of the process.
	Flow direction	Input or output of the task or decision.
	Internal Audit Control	Controls defined by NH Internal Audit
	Systems	Applicatio or Tool.
	Start/End	Indicates the beginning or the end of a process.
	Manual Process	Manual Business process composed of tasks, decisions, flow directions, documents and
	Decision point	It is originated after one task and it generates two or another decision.
	Report or document	It is a physical or electronic file used as input or output of a task.
	Notifications	External/Internal Notifications.

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