***SMOOTH APPLICATION***

**Application**

**Time:** May 16, 2025 • 11:24 AM

**Evaluation / Endorsement**

**Endorsed by:** [Evaluator's Name]  
**Endorsed to:** [EOD's Name]  
**Remarks:** Application evaluated and endorsed to Head Evaluator  
**Time:** May 16, 2025 • 11:34 AM

**Review**

**Reviewed by:** [EOD's Name]  
**Endorsed to:** [Accountant's Name]  
**Remarks:** Evaluation approved and forwarded to Accounting for SOA review  
**Time:** May 16, 2025 • 11:38 AM

**Accounting Review**

**Reviewed by:** [Accountant's Name]  
**Time:** May 16, 2025 • 11:50 AM

**Payment**

**Verified by:** [Cashier's Name]  
**Time:** [Insert Time]

***EVALUATOR DECLINED THE APPLICATION***

***Application***

***Time:*** *May 16, 2025 • 11:24 AM*

***Evaluation / Endorsement (Declined)***

***Reviewed by:*** *[Evaluator's Name]****Remarks:*** *Application declined due to missing/incomplete requirements****Time:*** *May 16, 2025 • 11:30 AM*

***Re-Application***

***Time:*** *May 16, 2025 • 11:45 AM*

***Re-Evaluation / Endorsement***

***Endorsed by:*** *[Evaluator's Name]****Endorsed to:*** *[EOD's Name]****Remarks:*** *Re-application evaluated and endorsed to Head Evaluator****Time:*** *May 16, 2025 • 11:50 AM*

***Review***

***Reviewed by:*** *[EOD's Name]****Endorsed to:*** *[Accountant's Name]****Remarks:*** *Evaluation approved and forwarded to Accounting****Time:*** *May 16, 2025 • 11:55 AM*

***Accounting Review***

***Reviewed by:*** *[Accountant's Name]****Time:*** *May 16, 2025 • 12:00 PM*

***Payment***

***Verified by:*** *[Cashier's Name]****Time:*** *[Insert Time]*

***SCENARIO: ACCOUNT DECLINED THE APPLICATION***

**Application**

**Time:** May 16, 2025 • 11:24 AM

**Evaluation / Endorsement**

**Endorsed by:** [Evaluator's Name]  
**Endorsed to:** [EOD's Name]  
**Remarks:** Application evaluated and endorsed to Head Evaluator  
**Time:** May 16, 2025 • 11:34 AM

**Review**

**Reviewed by:** [EOD's Name]  
**Endorsed to:** [Accountant's Name]  
**Remarks:** Evaluation approved and forwarded to Accounting for SOA review  
**Time:** May 16, 2025 • 11:38 AM

**Accounting Review *(Declined)***

**Reviewed by:** [Accountant's Name]  
**Endorsed to:** [EOD's Name]  
**Remarks:** Application declined due to incorrect SOA details  
**Time:** May 16, 2025 • 11:50 AM

**Re-evaluation *(by EOD)***

**Reviewed by:** [EOD's Name]  
**Endorsed to:** [Accountant's Name]  
**Remarks:** Application corrected and re-endorsed for Accounting review  
**Time:** May 16, 2025 • 12:05 PM

**Accounting Review**

**Reviewed by:** [Accountant's Name]  
**Time:** May 16, 2025 • 12:10 PM

**Payment**

**Verified by:** [Cashier's Name]  
**Time:** [Insert Time]