

## 2. Contract Management

The PAM Team oversees Novocare's Contracting Process. Contact your regional PAM Team Member before approaching a customer for a contract or bid lasting 6+ months.

- The **Contract Dashboard** (linked to SFDC) is the 'Source of Truth' for commitments, and the basis for volume allocations during disruptions
- Assessment and approval is required for all contracts and renewals (excluding CAPEX)
- Engage stakeholders early to avoid delays, starting with the PAM Team at least **1 month** prior to starting negotiations
  - Legal Review (after negotiation) takes approximately **1-2 weeks per cycle** depending on complexity

If the total contract value exceeds 100MEUR, the ELT must be notified **at least 9 months** prior to execution.