Availability of documentation during monitoring · How to integrate the procedure into routine operations?

For: Paušalni obrt · Obrtnici · j.d.o.o. · d.o.o.

Practical business guidance · Reviewed: 2026-11-22

Applicability: According to the profile and circumstances of the described case.

Introduce a list of deficiencies with a deadline for resolving each finding.

Regular application

Keep evidence, certificates and valid versions with the responsible persons.

Perform a test search for one invoice, one contract and one solution.

Working example · Availability of documentation during monitoring

Perform a test search for one invoice, one contract and one solution.

Specific next steps

1. Keep evidence, certificates and valid versions with the responsible persons.
2. Perform a test search for one invoice, one contract and one solution.
3. Distinguish internal draft records from requested or officially submitted documents.

Limits of application

For procedures covered by the START system.

Sources

START · Frequently Asked Questions

https://start.gov.hr/st/cesta-pitanja.html

Original page

https://adriatrends.hr/poslovni-vodic/en/pitanja/praksa-dokumentacija-nadzor-gotovo-primjena