

# Compliance Reporting Process

-On the first day of every month, a notice is emailed to Prime contractors advising they need to log in and enter the payment data for their Subs and Suppliers.

-After Primes enter that data, the Subs and Suppliers will be notified that there is a payment to review.

-Subs and Suppliers may either log in to B2GNow or use rapid reporting process to confirm or make a correction to the payment amount.

-If the contractor is in agreement they confirm and the audit is complete.

-If the contractor found an error they can make a correction. This will notify the Prime that there is an item they need to review.

-The Prime will review and resolve appropriately. If the two are unable to resolve the issue it will then alert the compliance officer that assistance is needed.

## Automated Compliance Audit **B2GNow**

