

How to create a reference number.

- Every reference number needs to be distinct and unique. Its purpose is to make the corresponding document easily identifiable.

EXAMPLES.

- Joint Declaration for Maria Drakaki for the time period of November '19 – February '21.

Reference number → P1_IHU_Drakaki_1

Joint Declaration for Maria Drakaki for the time period March '21 – April '21.

Reference number → P1_IHU_Drakaki_2

- Joint Declaration for Javlonbek Rakhmatillaev for the time period of November '19 – February '21.

Reference number → P7_AndMI_Rakhmatillaev_1

Joint Declaration for Javlonbek Rakhmatillaev for the time period of March '21 – April '21.

Reference number → P7_AndMI_Rakhmatillaev_2

As the months progress and more documents are created, the number at the end of the reference number increases (1, 2, 3 etc.)