Frequently asked questions - Aprovall

This FAQ provides guidance for subcontractors on the information and documentation requested by Wavestone as part of the compliance process in Aprovall. It explains why the documents are required, which evidence must be submitted, and how insurance-related requirements apply to suppliers working with Wavestone on customer projects.

Why does Wavestone request this information?

We request these documents as standard procedure for each supplier. They serve to safeguard payment transactions, fulfil contractual obligations towards our customers — in particular, providing proof of liability insurance for subcontractors — and ensure compliance with general compliance requirements applicable to listed companies.

This FAQ only applies to subcontractors working for Wavestone on customer projects. For B2B suppliers and internal vendors (experts), different requirements and answers may apply.

This FAQ applies to:

- subcontractors working for Wavestone on customer projects; and
- B2B partners operating in Poland.

Which documents do I need to provide in response to the request for bank details?

The bank confirmation must state that an account with a specific IBAN is held in the name of the account holder.

What information should the liability insurance confirmation contain?

Such confirmation from the insurer or broker should include policyholder (company, address), insurer and policy number, insured lines of business (general liability, professional indemnity, where applicable cyber, D&O), coverage amounts per claim and per insurance year (aggregate limit), territorial scope, policy term or validity period of the confirmation.

What happens if I do not have liability insurance. Is it obligatory?

Yes, it is obligatory and stipulated in the Wavestone GTCs already. Without the liability insurance, a collaboration with Wavestone will not be possible, but existing contracts are not affected. Starting 01 October 2026, every supplier is required to provide proof of a valid and currently active insurance policy, which must remain in force at the time of submission and for the duration of the contract.

What type of insurance do I need?

The insurance must adequately cover risks arising from the business activities. This may include general liability insurance, professional indemnity insurance, etc. Private liability insurance is not sufficient.

What amount of coverage is required?

The professional liability insurance of the Supplier has to cover the following minimum amounts of coverage per incident:

Type of damage	EUR	CHF	PLN	Romania (EUR)
Personal injury and property damage plus consequential damages	2,500,000.00	2,500,000.00	10,500,000.00	500,000.00 or 1,000,000.00 for projects with a volume of over 100K EUR
Financial losses	500,000.00	500,000.00	2,100,000.00	100,000.00 or 200,000.00 for projects with a volume of over 100K EUR

The coverage levels mentioned above must be available at least twice per year.

For individual assignments, the coverage amounts may be higher due to requirements imposed by end customers. This will be regulated as part of your individual order.

My contract is ending soon and I will no longer be working on the project, can I/my company be removed from the Approval process?

Yes, it is possible. However as soon as you resume a collaboration with us, the Approval process has to be completed again.

The address I see in Aprovall is not the right one/is outdated, can it be updated?

The address cannot be updated manually as the information is pulled from the Dun & Bradstreet database. The address needs to be updated in Dun & Bradstreet and it will then be updated in Aprovall.

Where can I find information on technical questions?

You can find important information here.

The registration link has expired, how can I get a new one?

Approval sends automatic reminders weekly. Should you not receive a new link, please reach out to us.
Once you are registered and have set the password, you will have to access the Portal via this Link. The link you received in the invitation mail will not work.