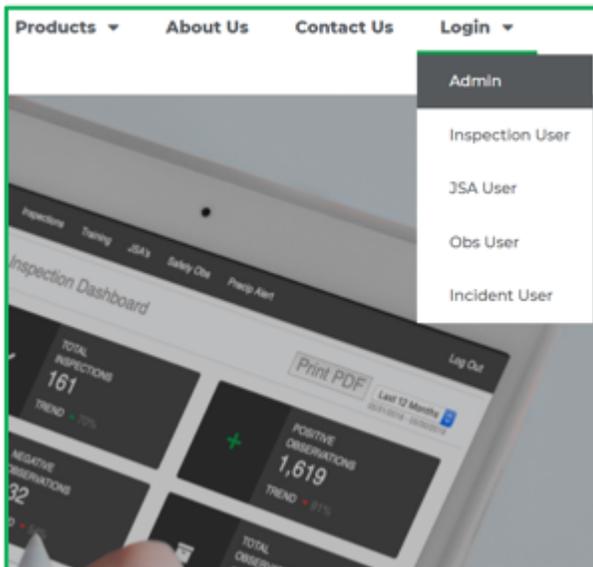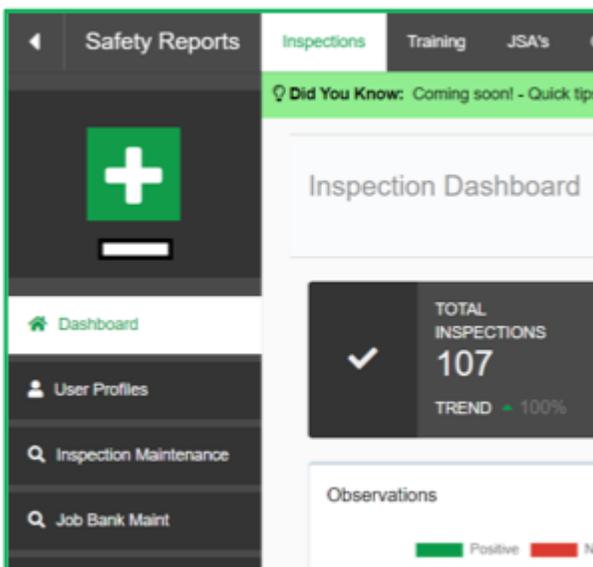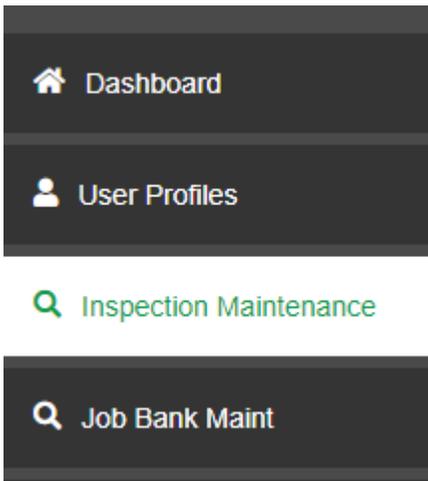# SAFETY REPORTS

Add Inspections from Admin Site

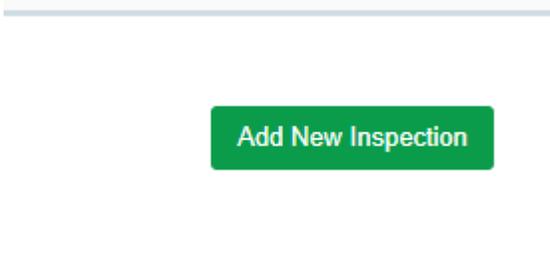1. Log-in to your Safety Reports Admin page

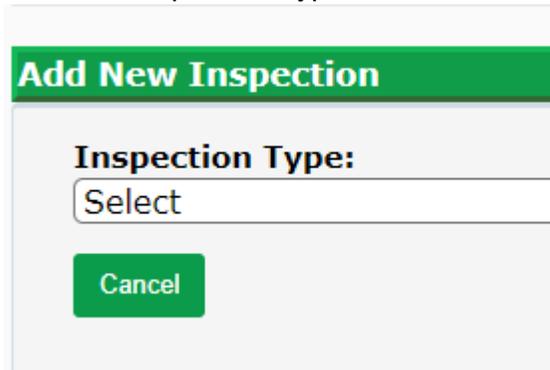2. Select Inspections along the grey bar at the top of the screen

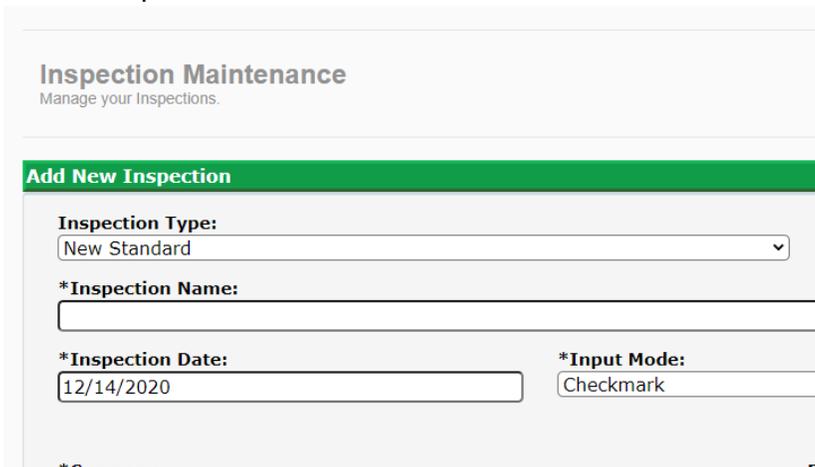3. At the far left, choose Inspection Maintenance

4. In the right-hand corner of the page, select Add new Inspection

5. Select Inspection Type

6. Add Inspection information

7. When completed, scroll to the bottom of the page and click Add Inspection

Categories:

◉ All ◯ Limited

[Add Inspection] [Cancel]