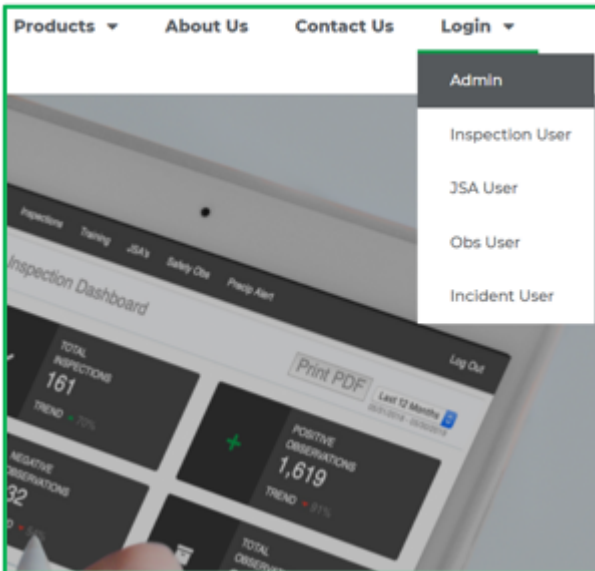


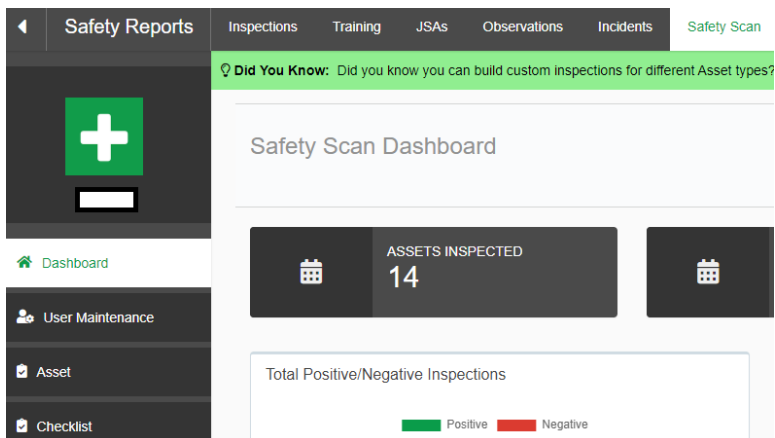
SAFETY REPORTS

Setup Locations


1. Log-in to your Safety Reports Admin page




2. Select Safety Scan along the grey bar at the top of the screen




3. At far left, choose Location

 Checklist

 Asset Type

 Location

 Responsible Party

4. Click on Add New Equipment Location

[Add New Equipment Location](#)

5. Add Location Information and click Add

Equipment Location Maintenance

Manage Your Equipment Location's.

Equipment Location Entry

Location Description:

Equipment Tag ID:

Add

Cancel