

# Safety Inspection Reporting



**SIR SOFTWARE**

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*Safety Inspection Reporting (SIR) is a powerful tool for the recording, reporting and monitoring of the routine site inspections findings.*

The software provides a friendly user environment for the main actions of routine site inspections:

- Easy way to record and report site safety inspections
- Customized for daily, weekly or monthly inspection frequency
- Findings grouping and evaluation
- Pictures and supporting documentation attachment
- Real time statistics
- Actionees allocation for each finding



# SIR software

## Key Features

- Multilanguage
- Network access
- Built in subjects database
- Easy data monitoring, grouping, sorting and exporting
- Interface fully customized by the user
- Multi option reporting
- Multi user access
- User action log



# SIR software

## Project based configuration

### Configuration options:

- Inspection Periodicity  
Daily / Weekly / Monthly
- Reference Number format  
customization based on periodicity
- Month Closing day  
(for statistics calculations)  
Last *day / Sunday / Saturday / Friday*  
of month

The screenshot displays a configuration form with the following fields and values:

- Project Title:** TST
- Owner Name:** TST
- Site Title:** TST
- Periodicity:** A dropdown menu with options DAILY, WEEKLY, and MONTHLY. DAILY is selected.
- Ref.No. Format:** YYYMMDD##
- Ref.No. Value:** 2020110601
- Month Closes On:** Last Sunday of month

At the bottom of the form, there are two buttons: "Change Special Password..." and "Change User Password..."



Each inspection includes a set of finding records and a set of automatically calculated real time statistics.

For each finding, the following pieces of information can be specified:

- **Reference Number** (automatically generated - unique)
- **Subject** (selection from predefined list)
- **Finding** (formatted text)
- **References** (selection from predefined list)
- **Actionee** (selection from predefined list)
- **Priority** (selection from predefined list)
- **Status** (selection from predefined list)
- **Attached photo**



# SIR software




## Working Inspection


Working Date


 Reload

Current Inspection

Previous Inspections

Ref. No.	Subject	Finding	Reference	Action By	Priority	Status	Photo
2019091301	K.O.K.	Finding text 10	▶ Ref. 2 *	KIP	HIGH	No Action	
2019091302	UNSAFE ACTIONS	Finding Text 20	▶ Ref. 1 *	DEM	HIGH	Completed	
2019091303	UNSAFE ACTIONS	Finding text 30	* *	KIP	LOW	Completed	

 Add Record

 Delete Record

Raised: 3

Critical: 2

SPI B1:

Today: 66,67%

Prev.Month: N/A

3-Month: N/A

Pending: 1

Closed: 2

SPI B2:

Today: 66,67%

Prev.Month: N/A

3-Month: N/A



### Project previous inspection records:

- can be filtered by:
  - Date period
  - Actionees
  - Priorities
  - Statuses
- can update the status of each finding
- include a set of automatically calculated real time statistics



# SIR software


## Previous Inspections


Working Date  


 Reload


Current Inspection


Previous Inspections

Date From  

Actionee  


Priority  

Status  


To  




















	Ref. No.	Subject	Finding	Reference	Action By	Priority	Status	Photo
▶	2019090901	MACHINERY	Finding text 10		DEM	HIGH	Completed	
	2019090902	MACHINERY	Finding text 10		DEM	MEDIUM	Completed	View
	2019090903	SIGNAGE	Finding text 10		TEM	MEDIUM	In Progress	View
	2019090904	SIGNAGE	Finding text 10		TEM	HIGH	Completed	View
	2019091001	PORTABLE LADDERS	Finding text 10		TEM	MEDIUM	Completed	
	2019091101	SIGNAGE	Finding text 10		TEM	MEDIUM	Completed	View
	2019091102	PERSONALSAFETY	Finding text 10		KIP	MEDIUM	Completed	
	2019091201	FIRE SAFETY	Finding text 10		GEO	MEDIUM	Completed	View
	2019091202	ACCESS/EGRESS	Finding text 10		GEO	MEDIUM	In Progress	View

Current Month basis			This Month	Prev.Month	3-Months	Project basis			This Month	Prev.Month	3-Months
Raised: 33	Critical: 14	SPI C1:	42,42%	N/A	N/A	Raised: 33	Critical: 14	SPI A1:	42,42%	N/A	N/A
	Closed: 19	SPI C2:	57,58%	N/A	N/A		Closed: 19	SPI A2:	57,58%	N/A	N/A
	Pending: 14	SPI C3:	42,42%	N/A	N/A		Pending: 14	SPI A3:	42,42%	N/A	N/A
	Obsolete: 0	SPI C4:	0%	N/A	N/A		Obsolete: 0	SPI A4:	0%	N/A	N/A





Pre-configured list of subjects with the ability to:

- Insert / Update / Delete subjects
- Import subjects from another project
- Export subjects

Finding statistics for each subject

- percentage and count from beginning of project
- percentage and count since previous month

	Subject	% from beginning	Count from beginning	% since prev.month	Count since prev.month
▶	ACCESS/EGRESS	2,78	1	2,78	1
	FIRE SAFETY	2,78	1	2,78	1
	MACHINERY	11,11	4	11,11	4
	PERSONALSAFETY	11,11	4	11,11	4
	PORTABLE LADDERS	2,78	1	2,78	1
	SIGNAGE	19,44	7	19,44	7
	UNSAFE ACTIONS	5,56	2	5,56	2




# SIR software

## References database

Unique identification of each reference with the ability to:

- Insert / Update / Delete references
- Import references from another project
- Export references
- Attach files to each reference

	Reference Id	Description	File
▶	Ref. 1	Reference document 1	Document.pdf
	Ref. 2	Reference document 2	
*			



# SIR software

## Priority and Status

Pre-configured 3 priority levels:

**HIGH**

**MEDIUM**

**LOW**

Fully customizable:

- User defined priorities
- User defined colors
- Specification of critical status

Priority	Order	Back Color	Critical
HIGH	1	Red	<input checked="" type="checkbox"/>
MEDIUM	2	Yellow	<input type="checkbox"/>
LOW	3	Green	<input type="checkbox"/>
			<input type="checkbox"/>

System defined Statuses:

**Completed**

**Late Complete**

**In Progress**

**No Action**

**Obsolete**

**Future**



Statistics are constantly computed based on:

- Current inspection records
- Current month records
- Project records

Statistics include:

- Count of findings per category (Raised / Pending / Closed / Critical)
- Percentage of findings per category based on:
  - Current Inspection
  - Previous Month
  - Last three months



For each inspection, SIR produces reports which include the following sections:

- Section A: contains all records from the beginning of the project up to the previous month
- Section B: contains all records of the working inspection
- Section C: contains all the records which belong to the current inspection month (excluding the working inspection)
- Statistics (for each section)
- Photos (for each section)
- Top subjects (relative percentage)



# SIR software


## Report options

- Sections to include (A / B / C)
- Whether to include photos for each section
- Output format (Excel / PDF)
- Inclusion of References / Actionees
- Top subjects

Sections	Photos	Output	Columns
SECTION A	A	Excel	REFERENCE ACTION BY
SECTION B	B	PDF	
SECTION C	C		

**Top Subjects From Beginning**

**Top Subjects From Previous Month**

**Folder**  
 

**File Name**



# SIR software

## Report – Section B

PROJECT: TST PROJECT	Project Health and Safety Coordination during Construction phase (PH&CC)
OWNER: TEM	
SITE: NEW SITE	
<b>ATTENTION:</b> this report does not include necessarily all non-compliances/deviations identified and in no case all non-compliances/deviations existing	
<b>H&amp;S COORDINATION DAILY INSPECTION REPORT</b>	DAY 13/9/2019

SECTION B						
Following Morning Inspection, the ten most significant issues are recorded. Priority is based on a risk assessment.						
Ref. No.	SUBJECT	FINDING	REFERENCE	ACTION BY	PRIORITY	STATUS
2019091301	K.O.K.	Finding text 10	Ref. 2	KIP	HIGH	No Action
2019091302	UNSAFE ACTIONS	Finding Text 20	Ref. 1	DEM	MEDIUM	Future
2019091303	UNSAFE ACTIONS	Finding text 30		KIP	LOW	Completed
STATISTICS						
Nos of Items		INDICATOR		TODAY	PREVIOUS MONTH	3-MONTH AVERAGE
2	Issues raised					
1	Issues closed	SPI B1 (measures the percentage of critical) -		50,00%	N/A	N/A
1	Issues pending					
1	Issues critical	SPI B2 (measures the percentage of closed) -		50,00%	N/A	N/A



# SIR software

## Report – Section A & Section C statistics

PROJECT: T&T PROJECT	Project Health and Safety Coordination during Construction phase (PH&CC)
OWNER: TEM	
SITE: NEW SITE	
<b>ATTENTION:</b> this report does not include necessarily all non-compliances/deviations identified and in no case all non-compliances/deviations existing	
<b>H&amp;S COORDINATION DAILY INSPECTION REPORT</b>	DAY 13/9/2019

STATISTICS (on Project basis-section A)					
Nos of Items		INDICATOR	THIS MONTH	PREVIOUS MONTH	3-MONTH AVERAGE
34	Issue raised	SPI A1 (measures the percentage of critical) -	44,12%	N/A	N/A
20	Issue closed	SPI A2 (measures the percentage of closed) -	58,82%	N/A	N/A
14	Issue pending	SPI A3 (measures the percentage of pending) -	41,18%	N/A	N/A
0	Issue obsolete	SPI A4 (measures the percentage of obsolete) -	0,00%	N/A	N/A
15	Issue critical				

STATISTICS (on Current Month basis-section C)					
Nos of Items		INDICATOR	THIS MONTH	PREVIOUS MONTH	3-MONTH AVERAGE
33	Issue raised	SPI C1 (measures the percentage of critical) -	42,42%	N/A	N/A
19	Issue closed	SPI C2 (measures the percentage of closed) -	57,58%	N/A	N/A
14	Issue pending	SPI C3 (measures the percentage of pending) -	42,42%	N/A	N/A
0	Issue obsolete	SPI C4 (measures the percentage of obsolete) -	0,00%	N/A	N/A
14	Issue critical				





# SIR software

## Report – Top Subjects

Top Subjects from the beginning

No	Subject	%	Count
1	ORGANIZATION - DOCUMENTATION	25	9
2	SIGNAGE	19,44	7
3	MACHINERY	11,11	4
4	PERSONALSAFETY	11,11	4
5	UNSAFE ACTIONS	5,56	2
6	ACCESS/EGRESS	2,78	1
7	FIRE SAFETY	2,78	1
8	PORTABLE LADDERS	2,78	1
9	SAFETY EQUIPMENT	2,78	1
10	TRAINING	2,78	1

Top Subjects since previous month

No	Subject	%	Count
1	ORGANIZATION - DOCUMENTATION	25	9
2	SIGNAGE	19,44	7
3	MACHINERY	11,11	4
4	PERSONALSAFETY	11,11	4
5	UNSAFE ACTIONS	5,56	2
6	ACCESS/EGRESS	2,78	1
7	FIRE SAFETY	2,78	1
8	PORTABLE LADDERS	2,78	1
9	SAFETY EQUIPMENT	2,78	1
10	TRAINING	2,78	1



# SIR software

## Report – Photos section

2019091301



2019091302



2019091303



2019091202



# SIR software

## Multiple language support

- SIR is preconfigured for use in four languages: English, Greek, Albanian and Romanian
- Users are free to configure any number of languages in the application and translate all labels and messages to the new languages

The screenshot displays the SIR software's language configuration interface. The main window features a 'Language' dropdown menu currently set to 'Greek', accompanied by a Greek flag icon, an 'Insert Language...' button, and a 'Hide Language' button. Below this is a search bar with a search icon. The main content area is a table with two columns: 'Label (English)' and 'Label (Greek)'. The table lists various labels and their Greek equivalents, including '[LANGUAGES]', 'English', 'Greek', 'Romanian', 'Albanian', '[LABELS]', 'Open', 'Open File...', 'Close', 'Close File', 'New', 'New File...', 'Company', and 'Company Data...'. An inset window is overlaid on the right, showing the configuration for a new language. It includes a 'Language Abbreviation' field with 'RUS' (3 Letters), a 'Language Name' field with 'Russian', a 'Flag...' button with a Russian flag icon, and a 'Labels File...' button.

Label (English)	Label (Greek)
[LANGUAGES]	
English	Αγγλικά
Greek	Ελληνικά
Romanian	Ρουμάνικα
Albanian	Αλβανικά
[LABELS]	
Open	Άνοιγμα
Open File...	Άνοιγμα Αρχείου...
Close	Κλείσιμο
Close File	Κλείσιμο Αρχείου
New	Νέο
New File...	Νέο Αρχείο...
Company	Εταιρεία
Company Data...	Στοιχεία Εταιρείας...



Thank you for your interest!