

Sigma Information Systems

Software Systems for Health & Safety and more



Safety Inspection Reporting



SIR SOFTWARE

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



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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

| | |
|---|---|
| Project Title | |
| <input type="text" value="TST"/> | |
| Owner Name | |
| <input type="text" value="TST"/> | |
| Site Title | |
| <input type="text" value="TST"/> | |
| Periodicity | |
| <input type="text" value="DAILY"/> ▼ | |
| DAILY | |
| WEEKLY | |
| MONTHLY | |
| Ref.No. Format | |
| <input type="text" value="YYYYMMDD##"/> | <input type="text" value="2020110601"/> |
| Month Closes On | |
| <input type="text" value="Last Sunday of month"/> ▼ | |
| <input type="button" value="Change Special Password..."/> | |
| <input type="button" value="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



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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







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Previous Inspections

Working Date   Reload

Date From 
 Actionee 
 Priority 
 Status 

To 
 Actionee 
 Priority 
 Status 

| | 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 |

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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 |  |
| * | | | |

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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)

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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

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Report – Section B

| | |
|---|--|
| PROJECT: TST PROJECT | Project Health and Safety Coordination during Construction phase (PH&CC) |
| OWNER: TEM | |
| SITE: NEW SITE | |
| ATTENTION: this report does not include necessarily all non-compliances/deviations identified and in no case all non-compliances/deviations existing | |
| H&S COORDINATION DAILY INSPECTION REPORT | 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 | Issue raised | SPI B1 (measures the percentage of critical) - | | 50,00% | N/A | N/A |
| 1 | Issue closed | | | | | |
| 1 | Issue pending | SPI B2 (measures the percentage of closed) - | | 50,00% | N/A | N/A |
| 1 | Issue critical | | | | | |



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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 | |
| ATTENTION: this report does not include necessarily all non-compliances/deviations identified and in no case all non-compliances/deviations existing | | |
| H&S COORDINATION DAILY INSPECTION REPORT | | DAY 13/9/2019 |

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

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



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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 |



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Report – Photos section

2019091301



2019091303



2019091302



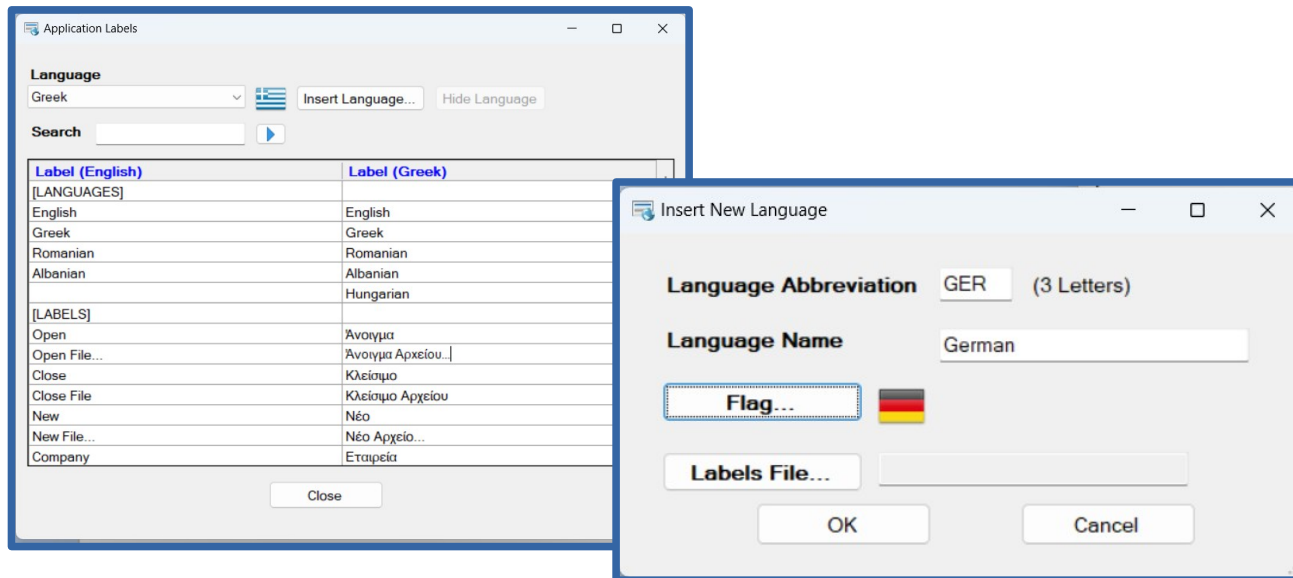
2019091202



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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



Please visit

<https://mforsafety.com/tools.html>

for a fully functional trial version of SIR software

Thank you for your interest!