



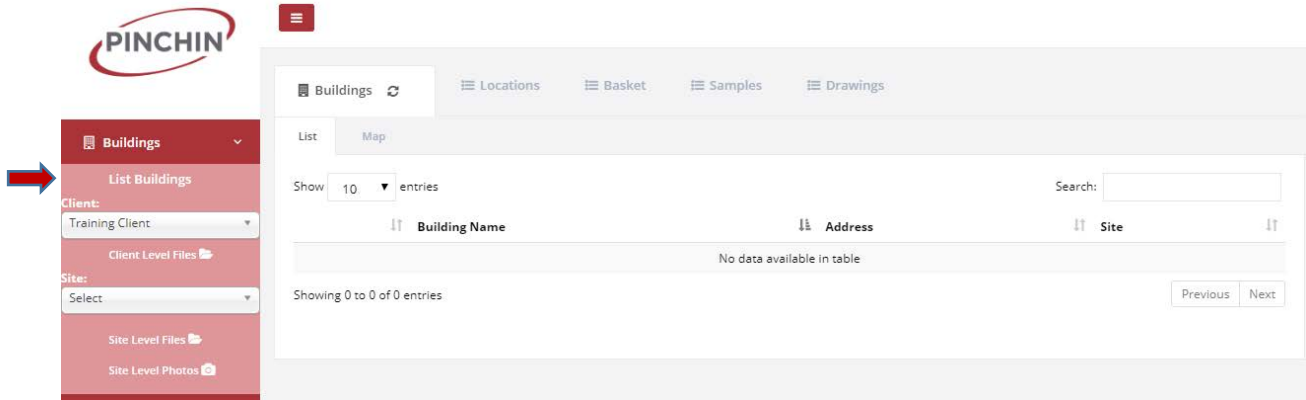
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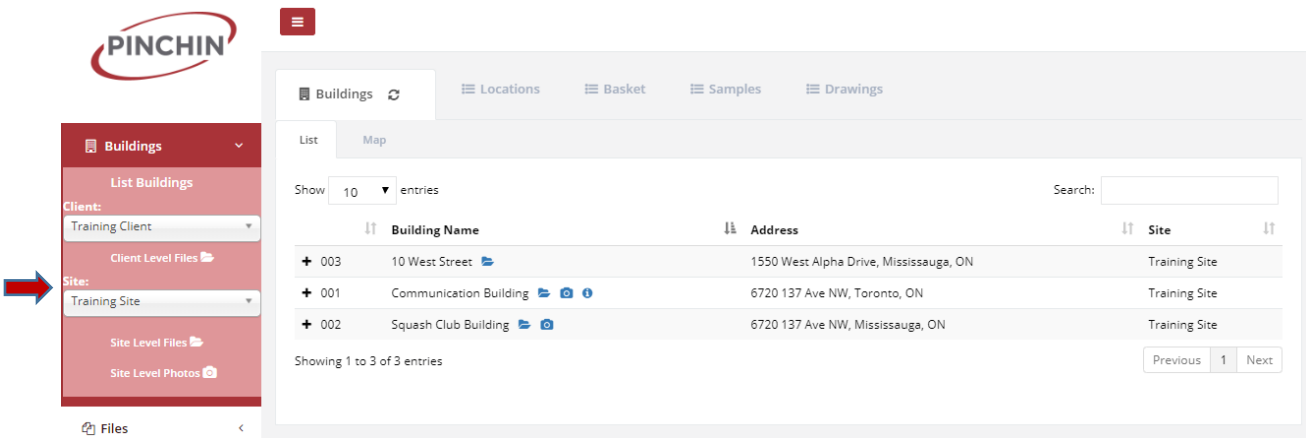


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In the main menu option using the drop down arrow select client from the Building List the client.



Select a site using the drop down arrow under the Site option.





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The Building tab:

Shows a list of the building sites.

Filled in blue folders, indicate uploaded documents within the folder and the camera indicates that photos have been uploaded.

	Building Name	Address	Site
+ 003	10 West Street	1550 West Alpha Drive, Mississauga, ON	Training Site
+ 001	Communication Building	6720 137 Ave NW, Toronto, ON	Training Site
+ 002	Squash Club Building	6720 137 Ave NW, Mississauga, ON	Training Site

Location Tab:

Selecting the option Locations gives the detail of the location within the building selected.

#	Location Name	Floor	Room	Asbestos
+ 1	Hallway	7	705	Yes
+ 2	Hall Closets (NAR)*	7	705	Yes
+ 3	Washroom	7	705	Yes
+ 4	Bedroom	7	705	Yes
+ 5	Living / Dining	7	705	Yes
+ 6	Kitchen	7	705	Yes
+ 7	Basement Corridor	-1		No



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Building Details:

Provides the building details and the option to view the building Locations, Drawings, Samples and to Download Reports.

Building Details

Building Name: 10 West Street
Building ID: 003
1550 West Alpha Drive,
Mississauga, ON

Year of Construction: 1976
Square Footage: 0
Original Assessment: 2018-10-16
Surveyor: Tiny Tim Black
Last Re-Assessment: 2018-04-25
Reassessment Surveyor:
Next Survey On:
Last Change On:
Note:

[→View Building Locations](#)

[→View Drawings](#)

[→ View Building Samples](#)

[→ View/Download Reports](#)

[More Options -](#)

Selecting the More Options:

Allows the user to Add Site to Basket and Add Building to Basket.



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These are the list of Available Reports that can be prepared. Select the report needed and then click the Get Report button.

Available Reports

Main Reports

Location Report (List)
Provides a list of the Pinchin assigned locations, the Room or Area names and numbers.
Order by:

Building Summary Report
In a tabular format, provides a summary of all of the hazardous materials in the building.
Select Haz:

All Data Report
Provides all of the data collected for each building system.
Select Haz:
Only Confirmed/Presumed ASB OFF

Remedial Recommendation
Remedial Recommendation.
Select Haz:



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Location Details:

For locations details select the Location Tab. Choose the location by using the Search feature (enter location number or name) or the Next feature which moves from page to page.

#	Location Name	Floor	Room	Asbestos
+ 1	Hallway	7	705	Yes
+ 2	Hall Closets (NAR)*	7	705	Yes
+ 3	Washroom	7	705	Yes
+ 4	Bedroom	7	705	Yes
+ 5	Living / Dining	7	705	Yes
+ 6	Kitchen	7	705	Yes
+ 7	Basement Corridor	-1		No

Click on the + (plus sign) to show the detail of the location of your choice.

#	Location Name	Floor	Room	Asbestos
+ 1	Hallway	7	705	Yes
+ 2	Hall Closets (NAR)*	7	705	Yes
+ 3	Washroom	7	705	Yes

Click on the – (negative sign) to return to normal view.

System	Component	Material	Item	Covering	A*	V*	AP*	Good	Fair	Poor	Unit	Sample	Hazard
Duct	Not Found	Acoustic spray	ALL										
Floor		Concrete (poured)	Base	Carpet									
Mechanical Equipment	Not Found												



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The Basket Tab:

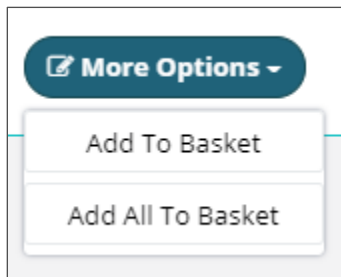
Select a locations while in the Locations option to copy and storage location information in the Basket for required observation.

Select the location/s to be moved to the Basket.

+ 1	Hallway	7	705	Yes
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Select:

More Options then Add To Basket or Add All To Basket or right click with your mouse.

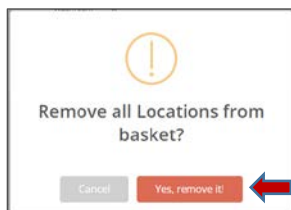


The selected location will be transferred to the Basket.

#	Building Name	Location Name	Floor	Room	Asbestos
+ 1	10 West Street	Hallway	7	705	1
+ 4	10 West Street	Bedroom	7	705	1
+ 7	10 West Street	Basement Corridor	-1		0

Use the + (plus sign) or the - (negative sign) to open or close the view of the location details.

Click Empty Basket to remove the stored locations from the basket.



Select: Yes, remove it!



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The Sample Tab:

Lists entered sampled material and descriptions.

Select the building first then choose the Sample type to view results.

The screenshot shows a web interface for viewing sample results. At the top, there are navigation tabs: 'Buildings' (with a refresh icon), 'Locations', and 'Basket'. Below these is a horizontal menu for sample types: 'Asbestos' (highlighted with a red arrow), 'Pb Paint', 'PCB', 'Mould', and 'Tank'. The main content area displays a list of five samples:

- S0001**
Material: Plaster
Description: Wall plaster.
ASBESTOS
- S0002**
Material: Plaster
Description: Wall plaster.
NON ASBESTOS
- S0003**
Material: Drywall and joint compound
Description: Drywall joint compound on wall.
NON ASBESTOS
- S0004**
Material: Caulking
Description: Black putty.
NON ASBESTOS
- S0005**
Material: Mastic, Black
Description: Vinyl Floor Tile, mastic.
ASBESTOS

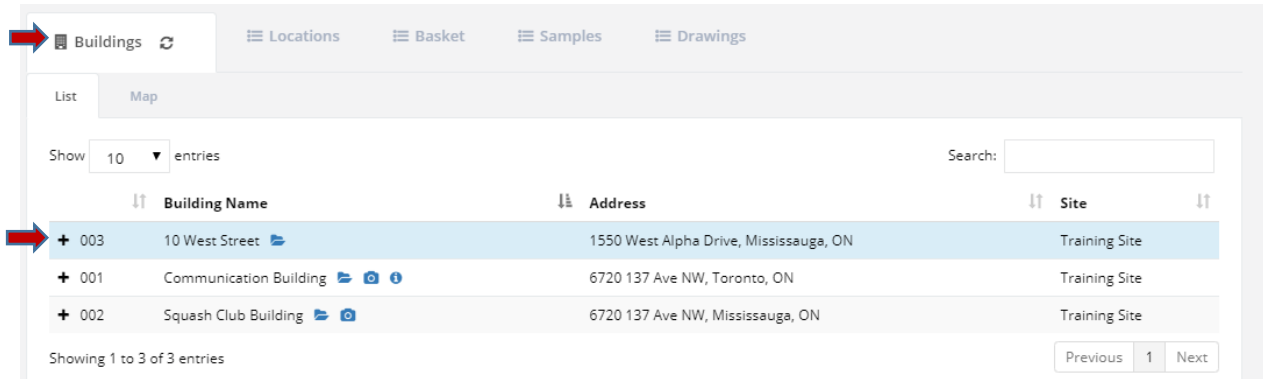


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The Drawing Tab:

The Drawing Manager is an optional feature which allows the upload of drawings. If drawings are uploaded to the Drawing Manager, when the Drawing Tab is selected it will display Main Site Plans, Sub-Site Plans and Floor Plans Drawings.

From the Building Tab select a building.



Select the Drawing Tab. If drawings were uploaded, click on the link beside the assigned floor. (There are no floor plans listed below in this example).

The option to upload to Main Site Plan can be done by clicking on the Upload new main site plan link.

