

# WorkSmarter



## ABSTRACT

Overview of EastPoint's WorkSmarter

Desktop Back Office Solution

January 2026

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## 1. Home

Accessed by Roles: Allocator, Resolver, Site Admin, Work Admin, Site Admin RO, Work Admin RO, Data Stream Admin, Data Stream User, H&S User

- Quick access and status preview for different items (Work Orders with specific status, Work Requests or Orders requiring attention, and Health and Safety items), grouped by Site. Different options are accessed by designated Roles only.

## 2. Info Wall

Accessed by Roles: Overseer

- List of Work Order changes are listed as events in chronological order, grouped by Site. List is automatically refreshed every 5 minutes. Different priority (High, Medium or Low) can be set for presented events.

**Info Wall** Select Site:

Search Refresh

- S2024023368; 20 Jun 2024 02:15:30; DN - Dunavnet; test location; group active; mirjanaro mirjanaro;** 20/Jun/2024 02:15  
New Work Order Created. Action by mirjana nikolic High
- S2024023367; 20 Jun 2024 02:15:29; DN - Dunavnet; ws S;;** 20/Jun/2024 02:15  
New Work Order Created. Action by mirjana nikolic High
- U2019341722; Workorder status changed from ALLOCATED - test** 23/Feb/2024 07:27  
Comments added. Action by mirjana nikolic High
- U2019341722; WITH CONTRACTOR;** 23/Feb/2024 07:27

## 3. Dashboard

Accessed by Roles: System Admin (can view all Sites), while Site Admin, Work Admin, Overseer and /User can view only Sites associated with the listed roles

- Graphical preview of the Work Order status distribution, grouped by Site.

HOME | INFO WALL | DASHBOARD | WORK REQUESTS | WORK ORDERS | SYSTEM MAINTENANCE | SITE MAINTENANCE | USER SETUP | SITE ACTIVITIES | SUPPLIER MANAGEMENT | AUDIT | REPORTS | WORKSHEETS | DATA SOURCES & IOT | RULE ENGINE

Date Between: 01/06/2024 - 23/06/2024   Filter by site: All Sites

test 1

**WO(s) per locations and types**

**Work Requests(s) per status, locations and category**

**WO(s) per locations, types, groups and statuses**

**157**

**tork test - Front - Female (People Counter Ceiling Mount (PCC) - Visits)**

**Number of Work Requests(s) status, locations and category**

**154**

## 4. Work Request

Accessed by Roles: Allocator, Inputter, Resolver, Site Admin, Work Admin, Site Admin RO, Work Admin RO, WR & WO RO

- New Work Request** – a new Work Request can be created for an event. The Work Request is then allocated as Work Order and assigned to a specific Group of Users that will take care to resolve the described event.

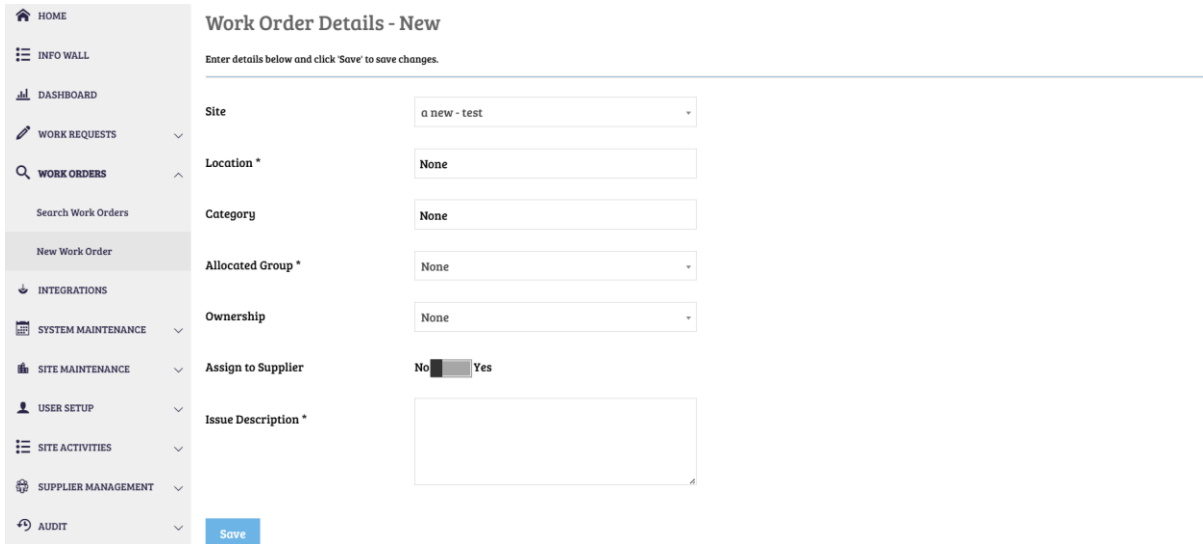
- Search Work Request** – search for already created Work Requests by different criteria

Request Ref	Client Code	Log Time	Forename	Surname	Location	Category
W2024001120		22 Feb 2024 13:44:09	mirjana	nikolic	MB - Main Building	AA - Auto allocate
W2024001119		22 Feb 2024 13:40:26	mirjana	nikolic	MB - Main Building	AA - Auto allocate
W2023000880		22 Nov 2023 09:50:58	mirjana	nikolic	MB - Main Building	wcwh3 - working hours no aa
W2023000457		31 Mar 2023 09:28:01	Andrej	Kalocanj Mohaci	DN - Dunavnet	
W2023000446		02 Mar 2023 17:13:45	mirjana	nikolic	F1 - Floor 1	
W2023000445		02 Mar 2023 17:12:28	mirjana	nikolic	DN - Dunavnet	

## 5. Work Orders

Accessed by Roles: Allocator, Inputter, Resolver, Site Admin, Work Admin, Site Admin RO, Work Admin RO, WR & WO RO

- **New Work Order** – a new Work Order can be directly created and assigned to a specific Group of Users that will take care to resolve the described event.



**Work Order Details - New**  
Enter details below and click 'Save' to save changes.

Site:

Location \*:

Category:

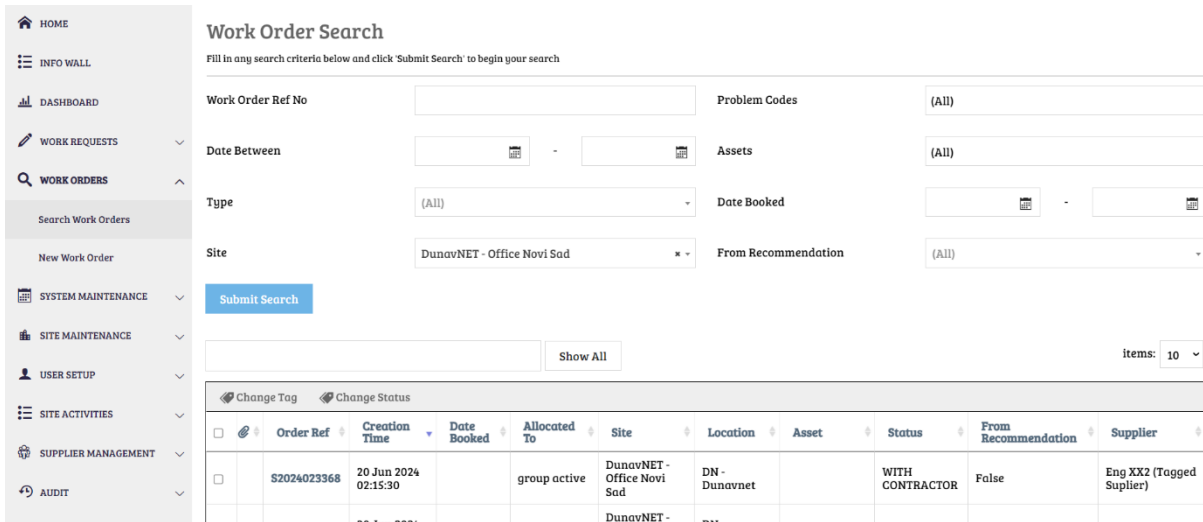
Allocated Group \*:

Ownership:

Assign to Supplier:  No  Yes

Issue Description \*:

- **Search Work Orders** – search for already created Work Orders by different criteria
- **Work Order management** – change status, add tasks and reading info, add materials used, create new Recommendation (base for a new Work Request)



**Work Order Search**  
Fill in any search criteria below and click 'Submit Search' to begin your search

Work Order Ref No:

Date Between:  -

Type:

Site:

Problem Codes:

Assets:

Date Booked:  -

From Recommendation:

Items:

<input type="checkbox"/>	<input type="button" value="Change Tag"/>	<input type="button" value="Change Status"/>	Order Ref	Creation Time	Date Booked	Allocated To	Site	Location	Asset	Status	From Recommendation	Supplier
<input type="checkbox"/>			S2024023368	20 Jun 2024 02:15:30		group active	DunavNET - Office Novi Sad	DN - Dunavnet		WITH CONTRACTOR	False	Eng XX2 (Tagged Supplier)

## 6. System Maintenance

Accessed by Roles: System Admin

- **Companies** – manage Clients/Companies for an Instance

**Companies**  
Click 'Company Name' in order to edit selected Company

mn Show All Items: 10

+ Add Company X Delete Selected Companies Refresh Companies List

<input type="checkbox"/>	Company Name	Code	Active
<input type="checkbox"/>	Company 100	mn	True
<input type="checkbox"/>	DunavNET	mn	True

Showing 1 to 2 of 2 entries (filtered from 66 total entries) Previous 1 Next

- **Sites** – manage Sites (with geo-location) for individual Client/ Company

**Sites** 1  
Click 'Site Name' in order to edit selected Site

Select Company Vision Contracting

Show All Items: 10

+ Add Site X Delete Selected Site(s) Refresh Sites List

<input type="checkbox"/>	Site Name	Company	Active	Map Location
<input type="checkbox"/>	Dublin Office	Vision Contracting	True	📍
<input type="checkbox"/>	Healthcare Site A	Vision Contracting	False	📍
<input type="checkbox"/>	Pharmaceutical Site B	Vision Contracting	True	📍
<input type="checkbox"/>	Residential Site C	Vision Contracting	True	📍
<input type="checkbox"/>	Vision Contracting	Vision Contracting	True	📍

Showing 1 to 5 of 5 entries Previous 1 Next

- 1 View of all sites managed
- 2 Ability to add /delete project sites managed

- **User Management** – manage Users for an Instance, assign access to Sites and different System Roles (System Admin, Worksheet Admin, Supplier Database Access (No Access/Read only/Administrator), H&S Approver. Specify if User is used in Worksheets.

**User Management** Filter by Company:

Click 'User Name' in order to edit selected System User

items: 10

<input type="checkbox"/>	User Name	Email	Initials	Friendly Name	Active	Company	Last Logged On
<input type="checkbox"/>	mirjanaca	test@t.com	M C A	Mirjana	True	DunavNET	27 Nov 2023 13:58:28
<input type="checkbox"/>	mirjananew	test2@t.tets	mn		True	DunavNET	
<input type="checkbox"/>	mirjanaro	mirjanatest22@gmail.com		mirjanaro	True	DunavNET	19 Jun 2024 16:26:25
<input type="checkbox"/>	mirjanarole	mirjanatest35@gmail.com			True	DunavNET	10 Jan 2024 08:49:17
<input type="checkbox"/>	mrole	mtest@test.testm			True	DunavNET	21 Mar 2024 14:06:59
<input type="checkbox"/>	srđjan	testsrdjan@test.test	SK	Srdjan	True	DunavNET	12 Apr 2021 08:37:37
<input type="checkbox"/>	systemadmin	systemadmin2@test.test	SA		False	DunavNET	10 Mar 2020 09:20:22
<input type="checkbox"/>	testnew	test1@test.test	tn	test new	False	DunavNET	

Showing 1 to 8 of 8 entries (filtered from 216 total entries) Previous 1 Next

- **System Alerts** – manage Alerts for an Instance on a System Level. Alerts are shown at the top right corner of the portal.
- **User Logs** – list of User Logs to the Web Portal

**User Logs**

List of user logs

items: 10

User	Log Time	Log Type
mirjana nikolic	23 Jun 2024 16:13:17	Successful login
mirjana nikolic	23 Jun 2024 15:31:57	Successful login
Paul Nadin	21 Jun 2024 20:15:56	Successful login
mirjana nikolic	21 Jun 2024 20:15:41	Successful login
mirjana nikolic	21 Jun 2024 14:30:36	Successful login
Paul Nadin	21 Jun 2024 13:37:26	Successful login
mirjana nikolic	21 Jun 2024 13:35:12	Successful login
mirjana nikolic	21 Jun 2024 12:31:11	Successful login
mirjana nikolic	21 Jun 2024 10:58:28	Successful login
mirjana nikolic	21 Jun 2024 07:34:51	Successful login

Showing 1 to 10 of 16,046 entries Previous 1 2 3 4 5 1605 Next

## 7. Site Maintenance

Accessed by Roles: System Admin, Site Admin, Work Admin, Site Admin RO, Work Admin RO

- **Site Locations** – manage Location of the Site

- **Asset** – manage Assets for a specific Site Location. Assets are mapped to Work Orders, Work Schedules to assign specific work (tasks) for them. For Work Orders the mapping is done once the work is complete.

Code	Description	Type	Location	Serial Number	Active
a1	asset 1	a type a	MB - Main Building	serial 123321	True
no code	descripton_	type	MB - Main Building	serial	True
a2	asset 2		MB - Main Building		True
af1	asset floor 1_		MB - Main Building		True
af2	asset floor 2		F1 - Floor 1		True
a11	aset 11		MB - Main Building		True
am	asset move		AA - Auto allocate		True
am2	Test edit 1		MB - Main Building	123	True
am1	asset one move		F1 - Floor 1		True
ad3	delete 3		AA - Auto allocate		True

- **Work Categories** – manage Work Categories for a Site. Category is used in Work Request to describe the type of work and time needed to Response and Resolve the allocated Work Order

**Work Categories** Select Site: DunavNET - Office Novi Sad

Click and drag item to place it above another item. Right-click on item to select an action.

Show All

Refresh

- Office Novi Sad
  - sla - sla test 4h 8h [Within 4 hours]
    - wc1 - category 1 [Within 4 hours]
    - wc2 - category 2 [Within 24 Hours]
    - wc3 - category 3 [Immediate]
  - DO - Display only [Immediate]
    - wcwh - working hours [Immediate]
    - wcwh1 - only normal working hours [Immediate]
    - wcwh2 - only outside working hours [Immediate]
    - wcwh3 - working hours no ca [Immediate]
  - DOB - Display only bulk import [N/A]
  - 24h - test 24h [Within 24 Hours]
  - cat1 - category 1 [Within 24 Hours]
  - cat2 - category 2 [Within 4 hours]
  - cc1 - category 1 [Immediate]
  - cc6 - category 6 [Within 4 hours]

- **Working Hours** – manage Working Hours for a Site to be used when calculating Response and Resolve Times for a Work Order.

**Working Hours** Select Site: DunavNET - Office Novi Sad

Enter details below and the click 'Save' to save changes. Alternatively click 'Cancel' to reload data and leave it unchanged.

	From	To	All Day	Closed
Monday	08:00	17:00	<input type="checkbox"/> No <input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No <input checked="" type="checkbox"/> Yes
Tuesday	08:00	17:00	<input type="checkbox"/> No <input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No <input checked="" type="checkbox"/> Yes
Wednesday	08:00	17:00	<input type="checkbox"/> No <input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No <input checked="" type="checkbox"/> Yes
Thursday	09:00	18:00	<input type="checkbox"/> No <input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No <input checked="" type="checkbox"/> Yes
Friday	08:00	15:00	<input type="checkbox"/> No <input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No <input checked="" type="checkbox"/> Yes
Saturday			<input type="checkbox"/> No <input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No <input checked="" type="checkbox"/> Yes
Sunday			<input type="checkbox"/> No <input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No <input checked="" type="checkbox"/> Yes

Save

- **SLA Periods** – manage Service Level Agreement Periods for a Site, to be used with Work Category to define the time limits for Response and Resolve time periods.

**SLA Periods** Select Site: DunavNET - Office Novi Sad

Click and drag item to place it above another item. Right-click on item to select an action.

Show All

Refresh

- Office Novi Sad
  - Immediate [0 minutes]
  - N/A
  - Scheduling Required
  - Within 1 hour [60 minutes]
  - Within 4 hours [240 minutes]
  - Within 4 hours [240 minutes]
  - Within 8 Hours [480 minutes]
  - Within 8 Hours [480 minutes]
  - Within 24 Hours [1440 minutes]
  - Within 7 Days [10080 minutes]
  - Within 4 Weeks [40320 minutes]

## 8. User Setup

Accessed by Roles: System Admin, Site Admin, Work Admin

- User Roles** – map Roles to a User for a specific Site. System Admin can view all Users and Sites on the System Level, while Site Admin can view only authorized Sites. Available Roles are Site Admin, Work Admin, Allocator, Inputter, Resolver, WR&WO RO, Site Admin RO, Work Admin RO, Worksheet RO, Supplier Contracts, Overseer, Data Stream Admin, Data Stream User and H&S User.

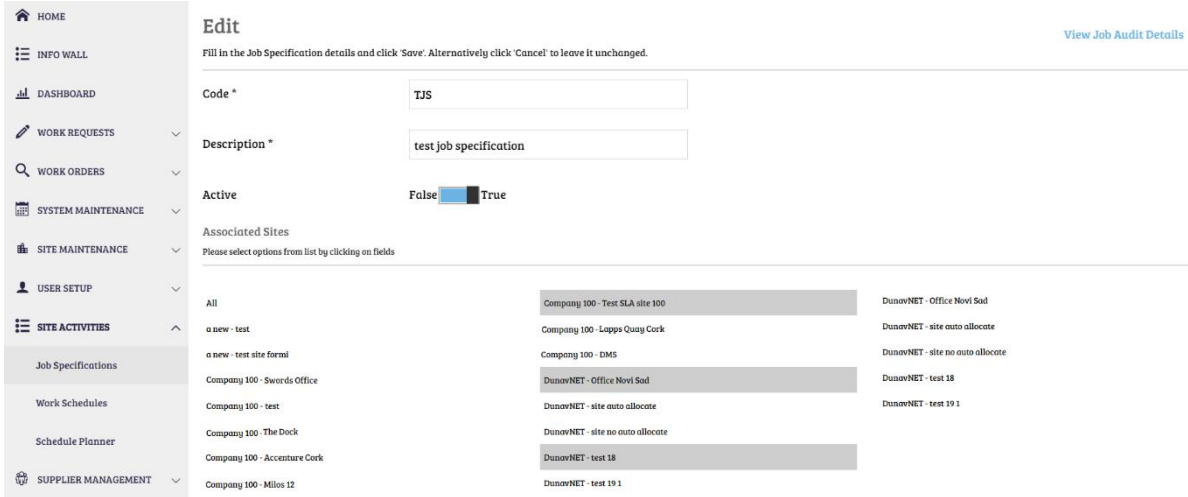
- User Groups** – manage Groups for an Instance. Each Group is mapped to a list of Sites and has members of Users with Resolver role. The members of the groups all assigned to Work Orders and Work Schedules.

Forename	Surname	Email	Trade	Full	Associated
user41	company	user41@test.test		<input type="checkbox"/>	<input checked="" type="checkbox"/>
mirjanaro	mirjanaro	mirjanotest22@gmail.com		<input checked="" type="checkbox"/>	<input type="checkbox"/>
mirjana	nikolic	mirjanotest3@gmail.com	Engineer, Electrician	<input checked="" type="checkbox"/>	<input type="checkbox"/>
new	now	test@test.test	Engineer, Electrician	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Frank	Test	mirjanotest15@gmail.com	Electrician	<input checked="" type="checkbox"/>	<input type="checkbox"/>
clientadmin1	admin	clientadmin1@test.test		<input type="checkbox"/>	<input type="checkbox"/>
Site	Admin	mirjanotest7@gmail.com		<input type="checkbox"/>	<input type="checkbox"/>
Mirjana	Client Admin	test@t.com		<input type="checkbox"/>	<input type="checkbox"/>
Babish	Hussain	babish.hussain@eastpointsolutions.ie		<input type="checkbox"/>	<input type="checkbox"/>
Andrej	Kalocanj Mohaci	andrejtest@test.test		<input type="checkbox"/>	<input type="checkbox"/>

## 9. Site Activities

Accessed by Roles: Site Admin, Work Admin, Site Admin RO, Work Admin RO

- Job Specifications** – manage set of work Tasks for an Instance. Each set, a Job Specification, is mapped to list of Sites and is used within Work Schedule to describe some repetitive work to be completed.



**Edit** [View Job Audit Details](#)

Fill in the Job Specification details and click 'Save'. Alternatively click 'Cancel' to leave it unchanged.

Code \*

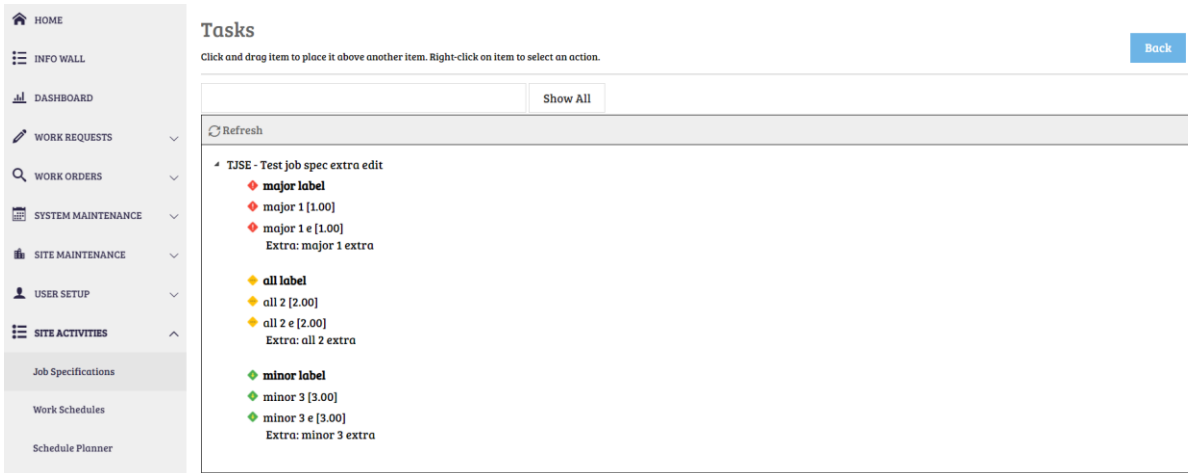
Description \*

Active  False  True

Associated Sites  
Please select options from list by clicking on fields

All	Company 100 - Test SLA site 100	DunovNET - Office Novi Sad
a new - test	Company 100 - Lapps Quay Cork	DunovNET - site auto allocate
a new - test site formal	Company 100 - DMS	DunovNET - site no auto allocate
Company 100 - Swords Office	DunovNET - Office Novi Sad	DunovNET - test 18
Company 100 - test	DunovNET - site auto allocate	DunovNET - test 19 1
Company 100 - The Dock	DunovNET - site no auto allocate	
Company 100 - Accenture Cork	DunovNET - test 18	
Company 100 - Milos 12	DunovNET - test 19 1	

- Tasks** – manage Tasks for selected Job Specification:



**Tasks** [Back](#)

Click and drag item to place it above another item. Right-click on item to select an action.

- TJSE - Test job spec extra edit
  - major label
    - major 1 [1.00]
    - major 1 e [1.00]
    - Extra: major 1 extra
  - all label
    - all 2 [2.00]
    - all 2 e [2.00]
    - Extra: all 2 extra
  - minor label
    - minor 3 [3.00]
    - minor 3 e [3.00]
    - Extra: minor 3 extra

- Work Schedules** – manage Work Schedules for a Site. Work Schedule defines a planned work to be completed at specific Site Location in repetitive time intervals (week, month, year or quarter) by designated Group of users. Mapping can be made to: Asset, Job Specification, Trade or Engineer. Additional Tasks can be defined for a specific Work Schedules and Readings to be captured. Sequencing is used to define which task will be executed at the next iteration (Minor, Major or ALL). Associated Scheduled Work Orders can be generated automatically at the defined Next Due Date or manually from the Web Portal.

**Work Schedules Details - ws 1** [View Schedule Audit Details](#) [Back](#)

Enter details below and the click 'Save' to save changes. Click 'Cancel' or 'Back' to return to the list. Alternatively click 'Cancel' to leave information unchanged.

**DETAILS** ASSETS JOB SPECIFICATIONS OTHER TASKS READINGS TRADES SUPPLIERS WORK ORDERS FILES SEQUENCING RECOMMENDATIONS

**FINANCE**

**Last Modified By:** mirjana nikolic **Last Modified Date:** 18/06/2024

**Title \*** ws 1 **Send Suppliers Email** No  Yes

**Frequency Period \*** 2 MONTH(S) **Site** Office Novi Sad

**Next Due** 01/07/2024 **Allocated Group** group 161

**Days to Overdue** 3 **Ownership** mirjana nikolic

**Type** new **Location \*** MB - Main Building

- List of Work Orders for a selected Work Schedule

**Work Schedules Details - ws 1** [View Schedule Audit Details](#) [Back](#)

Enter details below and the click 'Save' to save changes. Click 'Cancel' or 'Back' to return to the list. Alternatively click 'Cancel' to leave information unchanged.

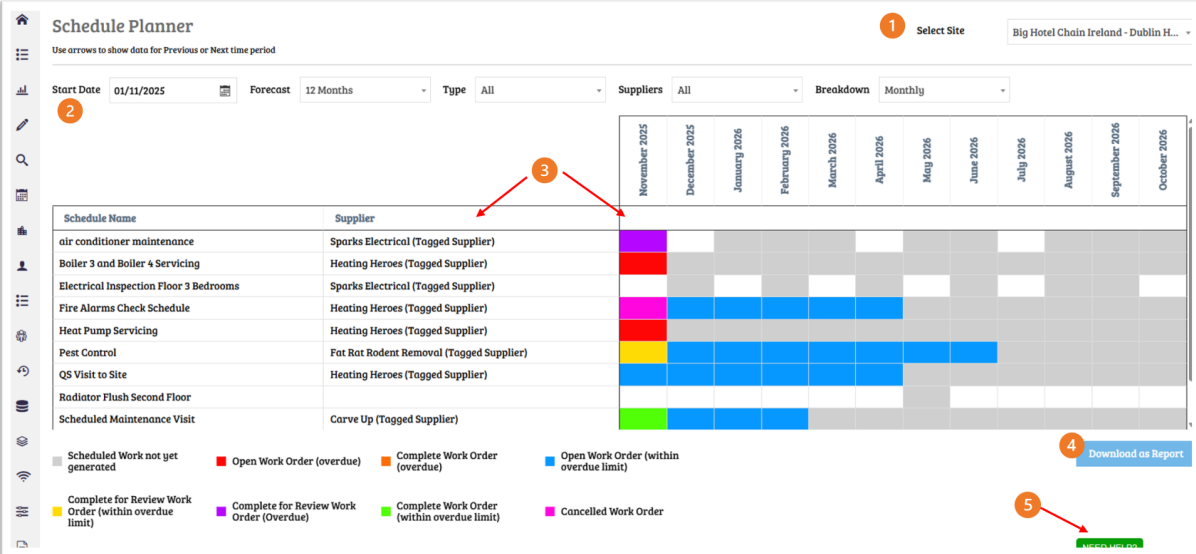
DETAILS ASSETS JOB SPECIFICATIONS OTHER TASKS READINGS TRADES SUPPLIERS **WORK ORDERS** FILES SEQUENCING RECOMMENDATIONS

**FINANCE**

[Show All](#) items: 10

Order Ref	Due Date	Ownership	Location	Details	Status
S2022000234	14 Mar 2022	mirjana nikolic	MB - Main Building		WITH CONTRACTOR
S2022000236	07 Mar 2022	mirjana nikolic	MB - Main Building		COMPLETE
S2022000233	28 Feb 2022	mirjana nikolic	MB - Main Building		ALLOCATED
S2022000229	14 Feb 2022	mirjana nikolic	MB - Main Building		ALLOCATED
S2022000220	31 Jan 2022	mirjana nikolic	MB - Main Building		COMPLETE
S2022000215	17 Jan 2022	mirjana nikolic	MB - Main Building		ALLOCATED
S2022000212	03 Jan 2022	mirjana nikolic	MB - Main Building		ALLOCATED
S2021000209	20 Dec 2021	mirjana nikolic	MB - Main Building		ALLOCATED
S2021000206	06 Dec 2021	mirjana nikolic	MB - Main Building		ALLOCATED
S2021000203	22 Nov 2021	mirjana nikolic	MB - Main Building		IN PROGRESS

- **Schedule Planner** – preview Scheduled Work Orders allocation



**Schedule Planner**

Use arrows to show data for Previous or Next time period

1 Select Site: Big Hotel Chain Ireland - Dublin H. ...

2 Start Date: 01/11/2025 Forecast: 12 Months Type: All Suppliers: All Breakdown: Monthly

Schedule Name	Supplier	November 2025	December 2025	January 2026	February 2026	March 2026	April 2026	May 2026	June 2026	July 2026	August 2026	September 2026	October 2026
air conditioner maintenance	Sparks Electrical (Tagged Supplier)	Open Work Order (overdue)											
Boiler 3 and Boiler 4 Servicing	Heating Heroes (Tagged Supplier)	Open Work Order (overdue)											
Electrical Inspection Floor 3 Bedrooms	Sparks Electrical (Tagged Supplier)	Open Work Order (overdue)											
Fire Alarms Check Schedule	Heating Heroes (Tagged Supplier)	Open Work Order (overdue)	Open Work Order (within overdue limit)	Open Work Order (within overdue limit)	Open Work Order (within overdue limit)	Open Work Order (within overdue limit)	Open Work Order (within overdue limit)	Open Work Order (within overdue limit)	Open Work Order (within overdue limit)	Open Work Order (within overdue limit)	Open Work Order (within overdue limit)	Open Work Order (within overdue limit)	Open Work Order (within overdue limit)
Heat Pump Servicing	Heating Heroes (Tagged Supplier)	Open Work Order (overdue)											
Pest Control	Fat Rat Rodent Removal (Tagged Supplier)	Complete Work Order (overdue)	Complete Work Order (within overdue limit)	Complete Work Order (within overdue limit)	Complete Work Order (within overdue limit)	Complete Work Order (within overdue limit)	Complete Work Order (within overdue limit)	Complete Work Order (within overdue limit)	Complete Work Order (within overdue limit)	Complete Work Order (within overdue limit)	Complete Work Order (within overdue limit)	Complete Work Order (within overdue limit)	Complete Work Order (within overdue limit)
QS Visit to Site	Heating Heroes (Tagged Supplier)	Open Work Order (within overdue limit)	Open Work Order (within overdue limit)	Open Work Order (within overdue limit)	Open Work Order (within overdue limit)	Open Work Order (within overdue limit)	Open Work Order (within overdue limit)	Open Work Order (within overdue limit)	Open Work Order (within overdue limit)	Open Work Order (within overdue limit)	Open Work Order (within overdue limit)	Open Work Order (within overdue limit)	Open Work Order (within overdue limit)
Radiator Flush Second Floor													
Scheduled Maintenance Visit	Carve Up (Tagged Supplier)	Complete Work Order (within overdue limit)	Complete Work Order (within overdue limit)	Complete Work Order (within overdue limit)	Complete Work Order (within overdue limit)	Complete Work Order (within overdue limit)	Complete Work Order (within overdue limit)	Complete Work Order (within overdue limit)	Complete Work Order (within overdue limit)	Complete Work Order (within overdue limit)	Complete Work Order (within overdue limit)	Complete Work Order (within overdue limit)	Complete Work Order (within overdue limit)

4 Download as Report

5 [Download as Report]

Legend:

- Scheduled Work not yet generated
- Open Work Order (overdue)
- Complete Work Order (overdue)
- Open Work Order (within overdue limit)
- Complete for Review Work Order (within overdue limit)
- Complete for Review Work Order (Overdue)
- Complete Work Order (within overdue limit)
- Cancelled Work Order

- 1 Filter View of Works by Site
- 2 Range of Filters (Date, Type, Supplier, Frequency)
- 3 Schedule Planner to view work and supplier schedule by colour coding
- 4 Report Builder function – downloads to Excel
- 5 On Screen Help on every screen

## 10. Supplier Management

Accessed by Roles: Supplier Database Access – Administrator, Supplier Database Access – RO, Supplier Contracts

- **Suppliers** – manage Suppliers for an Instance. Suppliers are mapped to a list of Sites and are used to accomplish some part of the work described by Work Schedule or Reactive Work Order.

- HOME
- INFO WALL
- DASHBOARD
- WORK REQUESTS
- WORK ORDERS
- SYSTEM MAINTENANCE
- SITE MAINTENANCE
- USER SETUP
- SITE ACTIVITIES
- SUPPLIER MANAGEMENT
  - Suppliers
  - Supplier Contracts
- AUDIT

## Supplier Details - AAG Maintenance

Enter details below and the click 'Save' to save changes. Click 'Cancel' or 'Back' to return to the list. Alternatively click 'Cancel' to leave information unchanged.

[View Supplier Audit Details](#)

[Back](#)

MAIN DETAILS	ADDRESS/CONTACT	FINANCIAL	INSURANCE	LICENCE	SYSTEMS	DOCUMENTS	SYSTEM USERS
Supplier Code *	<input type="text" value="AAGM"/>	Send Insurance mail Alert Direct	<input type="checkbox"/>	Yes			
Supplier Name *	<input type="text" value="AAG Maintenance"/>	Supplier Active	<input checked="" type="checkbox"/>	Yes			
Status	<input type="text" value="Approved"/>	Material Supplier	<input checked="" type="checkbox"/>	Yes			
Category	<input type="text" value="Unknown"/>	Standard T&Cs Signed	<input type="text" value="Unknown"/>				
Other Details	<input type="text" value="Exempt - AAG only"/>		Enable System Users	<input checked="" type="checkbox"/>	Yes		
Associated Sites Please select options from list by clicking on fields							
<input type="text" value="a new -test"/>		<input type="text" value="Company 100 - new site"/>		<input type="text" value="DunavNET - Office Novi Sad"/>			

- **Supplier Contracts** – manage Supplier’s Contracts for a Company.

SYSTEM MAINTENANCE ▾

SITE MAINTENANCE ▾

USER SETUP ▾

SITE ACTIVITIES ▾

**SUPPLIER MANAGEMENT** ▴

Suppliers

Supplier Contracts

AUDIT ▾

## Supplier Contracts

Click 'Title' in order to edit selected Supplier Contract

Select Company DunavNET ▾

Show All
 Show Archived
items: 10 ▾

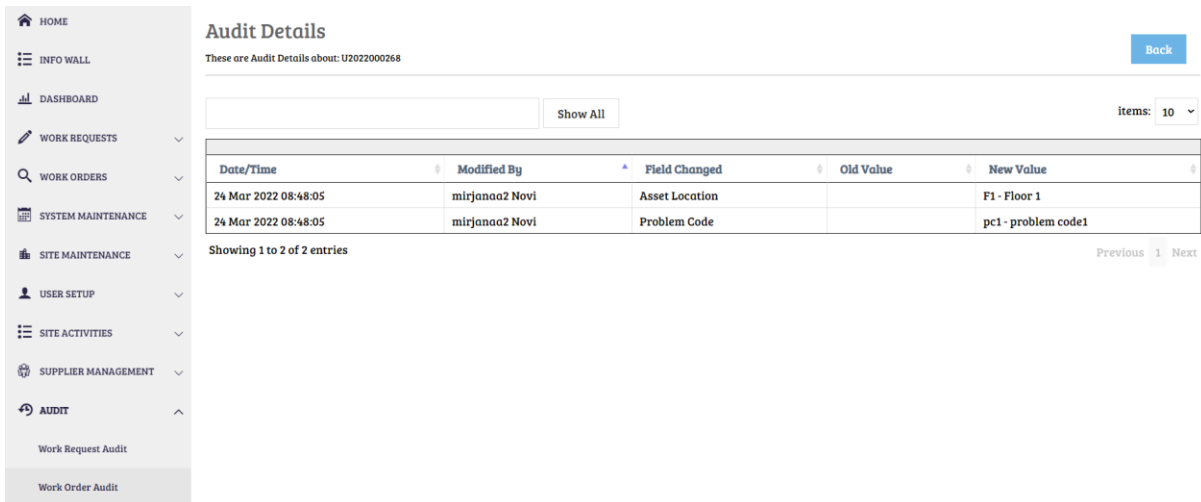
<span>+ Add New Supplier Contract</span> <span>✕ Delete Supplier Contract(s)</span> <span>↻ Refresh Supplier Contract List</span>						
<input type="checkbox"/>	Contract No	Supplier	Service	Start	End	Status
<input type="checkbox"/>	140-1	Eng XX1		11 May 2019	25 May 2019	Expired
<input type="checkbox"/>	4-27	test site allocation	service	26 Feb 2020	27 Feb 2021	Expired

Showing 1 to 2 of 2 entries Previous 1 Next

## 11. Audit

Accessed by Roles: Site Admin, Site Admin RO

- **Work Request Audit** – audit of changes for Work Requests
- **Work Order Audit** – audit of changes for Work Orders, related to change of Actual Location, Asset involved or Problem Code.



**Audit Details**  
These are Audit Details about: U2022000268

Back

Show All items: 10

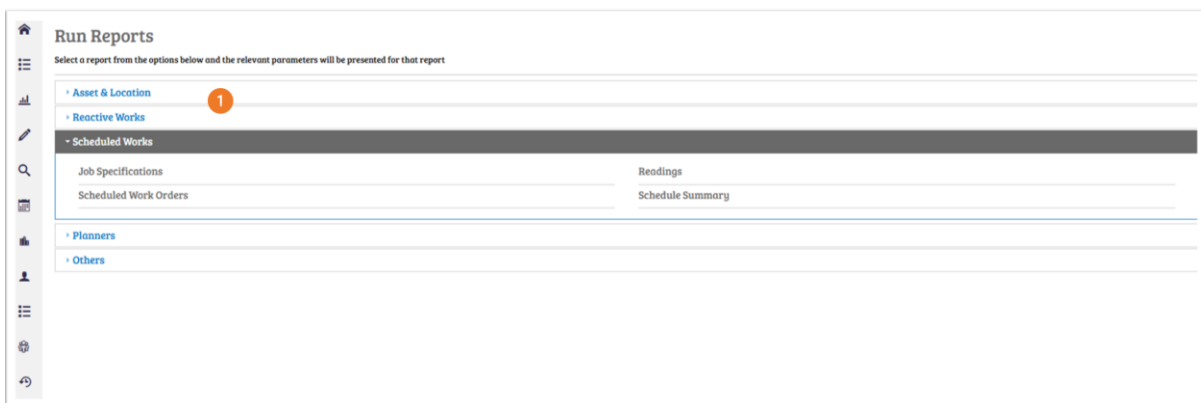
Date/Time	Modified By	Field Changed	Old Value	New Value
24 Mar 2022 08:48:05	mirjanaa2 Novi	Asset Location		F1 - Floor 1
24 Mar 2022 08:48:05	mirjanaa2 Novi	Problem Code		pc1 - problem code1

Showing 1 to 2 of 2 entries Previous 1 Next

## 12. Reports

Accessed by Roles: Resolver, Site Admin, Work Admin, Site Admin RO, Work Admin RO, Supplier Database Access – Administrator, Supplier Contracts

- **Run Reports** – table view of different entities in the System with export functionality to Excel format. The following Report types are available:



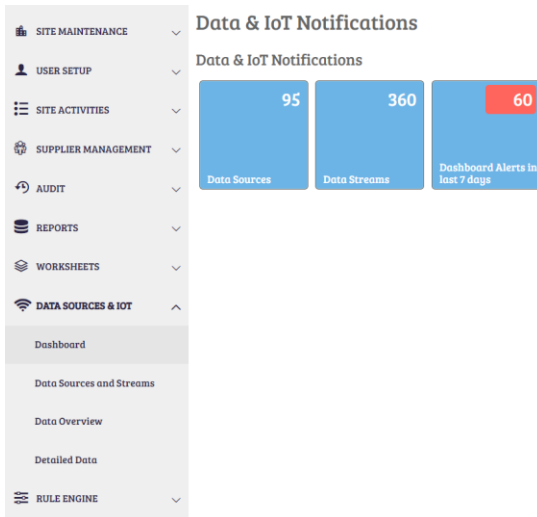
**Run Reports**  
Select a report from the options below and the relevant parameters will be presented for that report

- Asset & Location
- Reactive Works
- Scheduled Works
  - Job Specifications
  - Scheduled Work Orders
  - Readings
  - Schedule Summary
- Planners
- Others

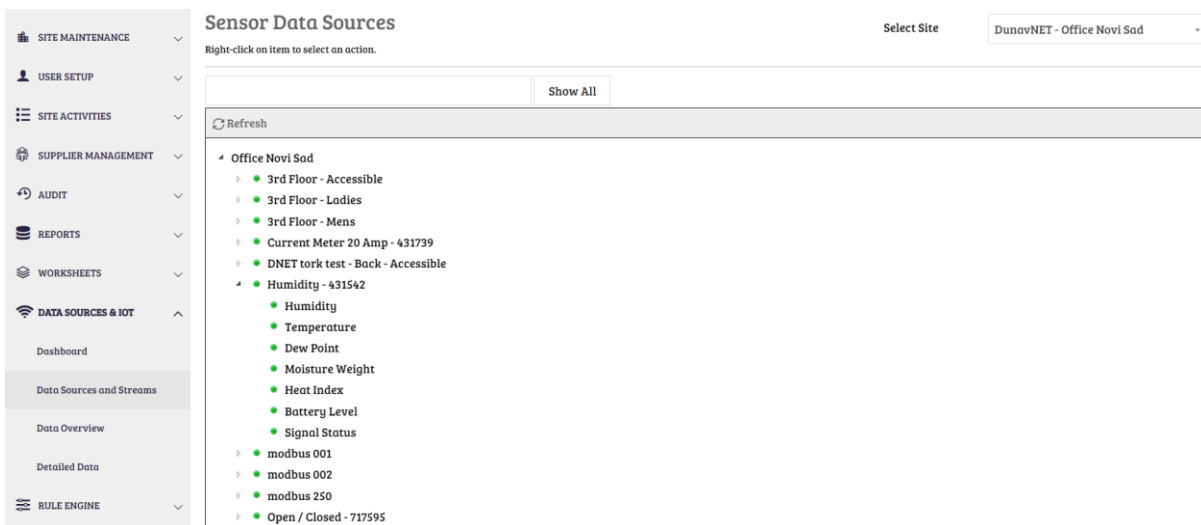
1 Wide selection of Report Categories with different Reports per Category Available. Click on a report to open the Report Builder for each report

## 13. Rules Engine

Accessed by Roles: Data Stream Admin, Data Stream User



- **Data Sources and Streams** – manage IoT sensors for a Site



- **Data Overview** – graphical presentation of the IoT sensor readings for a Site

### Data Streams

Select Site: DunavNET - Office Novi Sad

Click 'Data Stream Name' in order to view selected Stream data

items: 10

Source Name	Last Measurement Date	Expected Next Measurement	Last Measurement	Battery & Signal	Location	Asset
3rd Floor - Accessible	25 Sep 2022 20:47	25 Sep 2022 20:52	Soap: / Toilet Paper: / People Counter Ceiling Mount - Visitors: 0 people		R31 - Room 31	
3rd Floor - Ladies	25 Sep 2022 20:47	25 Sep 2022 20:52	Hand Towel: / Soap: / Toilet Paper 1: / Toilet Paper 2: / People Counter Ceiling Mount - Visitors: 0 people		R32 - Room 32	
3rd Floor - Mens	25 Sep 2022 20:47	25 Sep 2022 20:52	Hand Towel: / Soap: / Toilet Paper: / People Counter Ceiling Mount - Visitors: 0 people		R33 - Room 33	
Current Meter 20 Amp - 431739	31 Aug 2023 15:26	31 Aug 2023 15:46	Ah: 0 AmpHours / Avg: 0 Amps / Max: 0 Amps / Min: 0 Amps	Battery Level: 100 % / Signal Status: 90 %	MB - Main Building	asset 11
DNET tork test - Back-Accessible	23 Jun 2024 17:40	23 Jun 2024 17:45	People Counter Ceiling Mount (PCC) - Visits: 2 people		MB - Main Building	
Humidity - 431542	14 Apr 2021 17:13	14 Apr 2021 17:43	Humidity: 30.63 % / Temperature: 26.32 °C / Dew Point: 7.7 °C / Moisture Weight: 46.7 g/kg / Heat Index: 25.8 °C	Battery Level: 0 % / Signal Status: 94 %	MB - Main Building	asset 1

- **Detailed Data** – table view of the detailed IoT sensor readings for a Site
- **Data Actions** – management of Data Actions executed by Rule Engine for a Site

### Data Actions

Select Site: DunavNET - Office Novi Sad

Click 'Action Name' in order to view selected Action

items: 10

Action Name	Action Type	Description
<input type="checkbox"/> Battery life	Send Notification	Battery life at 10% - requires changing
<input type="checkbox"/> Battery life - wo	Create Work Order	Battery life at 10% - requires changing
<input type="checkbox"/> Cleaning services required	Send Notification	Cleaning services required
<input type="checkbox"/> Cleaning services required - wo	Create Work Order	Cleaning services required
<input type="checkbox"/> complex action	Create Alert	test
<input type="checkbox"/> complex dashboard	Update Dashboard	test
<input type="checkbox"/> m send email direct 2	Send Notification	test
<input type="checkbox"/> Refill Hand Towel	Create Work Order	Please refill hand towel
<input type="checkbox"/> Refill soap container	Create Work Order	Please refill soap container
<input type="checkbox"/> Refill Toilet Paper	Create Work Order	Please refill toilet paper

Showing 1 to 10 of 12 entries Previous 1 2 Next

- **Rules** – management of Basic Rules for a Site

### Rules

Select Site: DunavNET - Office Novi Sad

Click 'Rule Name' in order to view selected Rule data

items: 10

Rule Name	Active Period	Data Source	Data Stream	Condition	Threshold	Time Interval (min)	Analysis Period(mins)	Frequency of Analysis	Aggregate Function	Active
<input type="checkbox"/> Battery life at 10%	Always	Humidity - 431542	Battery Level	Less than	10					False
<input type="checkbox"/> Cleaning service R31	Always	3rd Floor - Accessible	People Counter Ceiling Mount - Visitors	Greater than	0					False
<input type="checkbox"/> Cleaning service R32	Always	3rd Floor - Ladies	People Counter Ceiling Mount - Visitors	Greater than	8					False
<input type="checkbox"/> Cleaning service R33	01 Apr 2020 - 01 Apr 2025	3rd Floor - Mens	People Counter Ceiling Mount - Visitors	Greater than	10					False
<input type="checkbox"/> m test h battery	Always	Humidity - 431542	Dew Point	Greater than	0					False
<input type="checkbox"/> m test h signal	Always	Humidity - 431542	Moisture Weight	Less than	101					False

- **Complex Rules** – management of Complex Rules (combination of Basic Rules) for a Site

- SITE MAINTENANCE
- USER SETUP
- SITE ACTIVITIES
- SUPPLIER MANAGEMENT
- AUDIT
- REPORTS
- WORKSHEETS
- DATA SOURCES & IOT
- RULE ENGINE**
- Data Actions
- Rules
- Complex Rules
- Rule Engine Logs

## Edit

Fill in the Rule details and click 'Save'. Alternatively click 'Cancel' to leave it unchanged. [View Complex Rule Audit Details](#)

Name \*

Active  False  True

Active Period

-

Mon 08:00 - 17:00; Tue 08:00 - 17:00; Wed 08:00 - 17:00; Thu 08:00 - 18:00; Fri 08:00 - 18:00; Sat 08:00 - 15:00; Sun All;

[Advanced](#)

Rule  [Remove Rule](#)

[Remove Rule](#) [Add Rule](#)

Rule Engine Actions

[Back](#)

- **Rule Engine Logs** – list of executed actions by Rule Engine for a Site

- SITE MAINTENANCE
- USER SETUP
- SITE ACTIVITIES
- SUPPLIER MANAGEMENT
- AUDIT
- REPORTS
- WORKSHEETS
- DATA SOURCES & IOT
- RULE ENGINE**
- Data Actions
- Rules
- Complex Rules
- Rule Engine Logs**

## Rule Engine Logs

Click 'Action Name' or 'Rule Name' in order to view or update as appropriate

Select Site

-  [Refresh](#)

[Show All](#) Items: 10

Action Name	Date/Time	Rule Name	Status
update info wall - Action for Tork sensor is triggered	15 Mar 2023 12:55:25	new test avg less or equal v2	Executed
update info wall - Action for Tork sensor is triggered	15 Mar 2023 12:55:25	new test avg less or equal v2	Started
test dashboard - test	15 Mar 2023 12:55:25	new test avg less or equal v2	Executed
test dashboard - test	15 Mar 2023 12:55:25	new test avg less or equal v2	Started
Cleaning services required - wo - Cleaning services required	04 May 2022 11:52:15	Cleaning service R31	Executed
Cleaning services required - wo - Cleaning services required	04 May 2022 11:52:14	Cleaning service R31	Started
Cleaning services required - wo - Cleaning services required	04 May 2022 11:48:23	Cleaning service R31	Executed
Cleaning services required - wo - Cleaning services required	04 May 2022 11:48:22	Cleaning service R31	Started
Cleaning services required - wo - Cleaning services required	04 May 2022 11:42:24	Cleaning service R31	Executed
Cleaning services required - wo - Cleaning services required	04 May 2022 11:42:24	Cleaning service R31	Started

## 14. Health & Safety

Accessed by Roles: H&S Approver, H&S User, PtW Administrator and PtW Raiser

- **Risk Assessments** – management of Risk Assessments and associated actions

- HOME
- INFO WALL
- DASHBOARD
- WORK REQUESTS
- WORK ORDERS
- INTEGRATIONS
- SYSTEM MAINTENANCE
- SITE MAINTENANCE
- USER SETUP
- SITE ACTIVITIES
- SUPPLIER MANAGEMENT
- AUDIT
- REPORTS

### Risk Assessments

Click 'Ref Num' in order to edit selected Risk Assessment

Show Archived

items: 10

<input type="button" value="+ Add New Risk Assessment"/> <input type="button" value="Copy Selected Risk Assessment(s)"/> <input type="button" value="Delete Selected Risk Assessment(s)"/> <input type="button" value="Refresh Risk Assessment List"/>											
<input type="checkbox"/>	Ref Num	Type	Site	Date	Responsible Person	Completed By	Status	Risk	Actions	Open Actions	Actions
<input type="checkbox"/>	RA-2020-0039	Incident		24 Mar 2020	mirjanaro mirjanaro	mirjana nikolic	Open	High	1	1	
<input type="checkbox"/>	RA-2020-0041	Incident		24 Mar 2020	Paul Nadin	mirjana nikolic	Open	overall 4	1	1	
<input type="checkbox"/>	RA-2020-0043	Incident		25 Mar 2020	mirjanaro mirjanaro	mirjana nikolic	Open	Medium	3	2	
<input type="checkbox"/>	RA-2020-0044	Task		06 Apr 2020	mirjana nikolic	mirjana nikolic	Open	Low	0	0	
<input type="checkbox"/>	RA-2020-0045	Incident		06 Apr 2020	mirjana nikolic	mirjana nikolic	Open	Low	0	0	
<input type="checkbox"/>	RA-2023-0051	Task		16 Oct 2023	mirjana nikolic	mirjana nikolic	Open	Low	0	0	
<input type="checkbox"/>	RA-2023-0052	Task		16 Oct 2023	mirjana nikolic	mirjana nikolic	Open	Low	1	1	

Showing 11 to 17 of 17 entries Previous 1 2 Next

- **Risk Assessment Actions** – management of actions for a selected Risk Assessment

- AUDIT
- REPORTS
- WORKSHEETS
- DATA SOURCES & IOT
- RULE ENGINE
- HEALTH & SAFETY
  - Risk Assessments
  - Risk Assessment References
  - Risk Assessment Reports
  - Permit to Work

### Risk Assessment Actions - RA-2020-0043

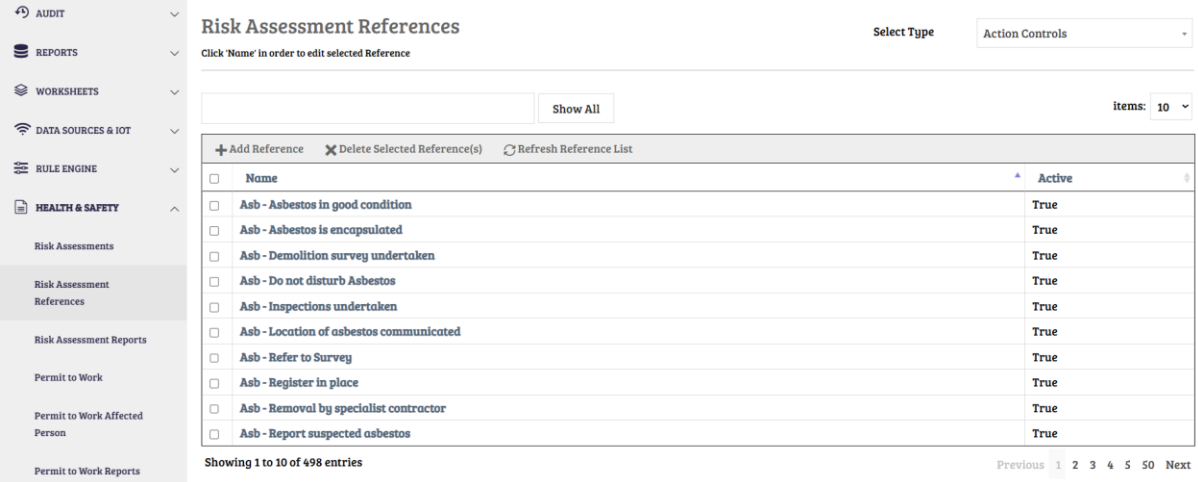
Click 'Ref Num' in order to edit selected Risk Assessment Action

items: 10

<input type="button" value="+ Add New Action"/> <input type="button" value="Bulk Import"/> <input type="button" value="Delete Selected Action(s)"/> <input type="button" value="Approve"/> <input type="button" value="Refresh Action List"/>												
<input type="checkbox"/>	Ref Num	Task	Date	Affected Person	Hazard	Risk Level	Current Controls Measures	Additional Controls Measures	Responsible Person Designate	Target Date	Comment	Status
<input type="checkbox"/>	RAA0001	Access	25 Mar 2020	Client Staff	Slip	Low	Housekeeping		Paul Nadin	02 Apr 2020	closed no additional	Closed
<input type="checkbox"/>	RAA0002	Welfare	25 Mar 2020	Public	Fall	Medium	Manual Handling Training		mirjana nikolic	03 Apr 2020	open no additional, Approve Reason: ok sad radi	Approved
<input type="checkbox"/>	RAA0003	Roof Access	25 Mar 2020	Staff	Fire	Low	Housekeeping	Housekeeping	mirjana nikolic	04 Apr 2020	with client	With Client

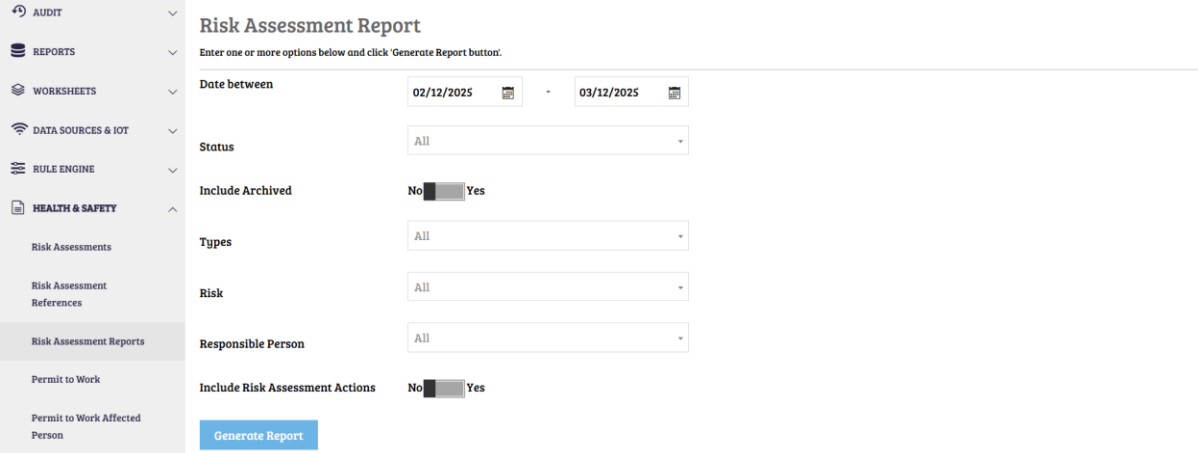
Showing 1 to 3 of 3 entries Previous 1 Next

- **Risk Assessment References** – management of different types of Risk Assessment References



<input type="checkbox"/>	Name	Active
<input type="checkbox"/>	Asb - Asbestos in good condition	True
<input type="checkbox"/>	Asb - Asbestos is encapsulated	True
<input type="checkbox"/>	Asb - Demolition survey undertaken	True
<input type="checkbox"/>	Asb - Do not disturb Asbestos	True
<input type="checkbox"/>	Asb - Inspections undertaken	True
<input type="checkbox"/>	Asb - Location of asbestos communicated	True
<input type="checkbox"/>	Asb - Refer to Survey	True
<input type="checkbox"/>	Asb - Register in place	True
<input type="checkbox"/>	Asb - Removal by specialist contractor	True
<input type="checkbox"/>	Asb - Report suspected asbestos	True

- **Risk Assessment Reports** – generation of different types of reports for a selected set of options



- **Permit to Work** – management and preview Permit to Works forms

## Permit to Work

Select Site: Acacia - Swords Office

Click 'Ref Num' in order to edit selected Permit to Work

Show All  Show All items: 10

[+ Add New Permit to Work](#)
[X Delete Selected Permit to Work](#)
[Refresh Permit to Work](#)

<input type="checkbox"/>	Ref Num	Supplier	Permit From	Permit To	Status	Job Details	View
<input type="checkbox"/>	P2025000101	Abacus	26 Sep 2025 00:00	26 Sep 2025 00:00	Sent to Supplier		<a href="#">View</a>
<input type="checkbox"/>	P2025000096	Abacus	22 Sep 2025 08:00	22 Sep 2025 17:00	Sent to Supplier	test 1	<a href="#">View</a>
<input type="checkbox"/>	P2025000105	Abacus	19 Sep 2025 15:18	20 Sep 2025 15:18	Sent to Supplier		<a href="#">View</a>
<input type="checkbox"/>	P2025000104	Abacus	19 Sep 2025 14:41	20 Sep 2025 14:41	Open		<a href="#">View</a>
<input type="checkbox"/>	P2025000103	Abacus	19 Sep 2025 14:39	20 Sep 2025 14:39	Sent to Supplier		<a href="#">View</a>
<input type="checkbox"/>	P2025000102	Abacus	19 Sep 2025 09:18	20 Sep 2025 09:18	Sent to Supplier		<a href="#">View</a>
<input type="checkbox"/>	P2025000097	1st Security & Electrical Ltd.	18 Sep 2025 16:12	19 Sep 2025 16:12	Received from Supplier		<a href="#">View</a>
<input type="checkbox"/>	P2025000095	Abacus	16 Sep 2025 15:25	17 Sep 2025 15:25	Sent to Additional Approver[s]	test	<a href="#">View</a>
<input type="checkbox"/>	P2025000094	Abacus	16 Sep 2025 14:44	17 Sep 2025 14:44	Sent to Supplier	test of decline	<a href="#">View</a>



- **Permit to Work Custom Forms – management of Custom Forms and Questions**

## Permit to Work Custom Forms

Show All items: 10

[+ Add New Custom Form](#)
[X Delete Selected Custom Form](#)
[Refresh](#)

<input type="checkbox"/>	Name	Created by	Created date	Questions
<input type="checkbox"/>	ask supplier	mirjana nikolic	11 Aug 2025 11:52	<a href="#">View</a>
<input type="checkbox"/>	test 3 mix edit	mirjana nikolic	10 May 2023 14:04	<a href="#">View</a>
<input type="checkbox"/>	test 2 no edit	mirjana nikolic	10 May 2023 12:07	<a href="#">View</a>
<input type="checkbox"/>	test 1 can edit	mirjana nikolic	10 May 2023 12:04	<a href="#">View</a>
<input type="checkbox"/>	tony test 123	mirjana nikolic	09 May 2023 17:34	<a href="#">View</a>
<input type="checkbox"/>	test redosleda 14-2	mirjana nikolic	14 Feb 2023 10:32	<a href="#">View</a>
<input type="checkbox"/>	Clive v2	mirjana nikolic	10 Feb 2023 15:02	<a href="#">View</a>
<input type="checkbox"/>	Without comments and childs	mirjana nikolic	09 Feb 2023 10:10	<a href="#">View</a>
<input type="checkbox"/>	form 1	mirjana nikolic	27 Jan 2023 16:34	<a href="#">View</a>
<input type="checkbox"/>	form 2	mirjana nikolic	27 Jan 2023 16:33	<a href="#">View</a>

Showing 1 to 10 of 16 entries Previous 1 2 Next

## Form Builder

Right click on the Parent label to add a question, to add a sub question right click on question. Drag to re-order questions. Back

Show All

[Refresh](#)

- Hazard Identification**
  - Is safe access available?
  - Are barriers and/or signage required?
  - Is Lock Out Tag Out required?
  - Is Fire Alarm Disablement Required?
  - Have Emergency Procedures been communicated?
  - Has permission been granted where required?
  - Have the necessary persons been informed of the work?
  - Is asbestos present or suspected?
  - Are there any additional applicable hazards?

## 15. Finance

Accessed by Roles: Financial Admin

- **Cost Centres** – management of Cost Centres mapped to Budgets

- SITE MAINTENANCE
- USER SETUP
- SITE ACTIVITIES
- SUPPLIER MANAGEMENT
- AUDIT
- REPORTS
- WORKSHEETS
- DATA SOURCES & IOT
- RULE ENGINE
- HEALTH & SAFETY
- FINANCE**
- Cost Centres
- Budgets
- Reports

### Cost Centre Index

Click 'Code' in order to edit selected Cost Centre

Show All items: 10

+ Add New Cost Centre ✕ Delete Selected Cost Centres 🔄 Refresh Cost Centre List

<input type="checkbox"/>	Code	Description	Budget	Active
<input type="checkbox"/>	cc 21-01-25 delete budget	cc 21-01-25 delete budget	b 21-01-25 delete with cc	True
<input type="checkbox"/>	cc db str	cc site trade rate	test new	True
<input type="checkbox"/>	cc db wss	cc wss rate	test new	True
<input type="checkbox"/>	cc deleted budget	test	delete b1	True
<input type="checkbox"/>	cc skloni	test	Test	True
<input type="checkbox"/>	cc-161-wss-bl	cc active budget inactive	Budget 2024-161 inactive	True
<input type="checkbox"/>	cc-49	site 49 str	Budget 2024-49	True
<input type="checkbox"/>	cc-49-a	cc site 49 active	Budget del	True
<input type="checkbox"/>	cc-49-l	cc site 49 inactive	Budget del	False
<input type="checkbox"/>	cc-49-wss	cc site 49 wss rate	Budget 2024-49	True

All All

Showing 1 to 10 of 26 entries Previous 1 2 3 Next

- **Budgets** – management of Budgets mapped to Clients / Companies and Sites

- SITE MAINTENANCE
- USER SETUP
- SITE ACTIVITIES
- SUPPLIER MANAGEMENT
- AUDIT
- REPORTS
- WORKSHEETS
- DATA SOURCES & IOT
- RULE ENGINE
- HEALTH & SAFETY
- FINANCE**
- Cost Centres
- Budgets**

### Budgets

Click 'Budgets Name' in order to edit selected Budgets

Show All items: 10

+ Add New Budget ✕ Delete Selected Budget(s) 🔄 Refresh Budgets List

<input type="checkbox"/>	Name	Description	Start Date	End Date	Budgeted Cost (€)	Active
<input type="checkbox"/>	#Test mario	desc dupli navodnici	09 Jan 2025	08 Feb 2025		False
<input type="checkbox"/>	b 21-01-25 delete with cc	b 21-01-25 delete with cc	21 Jan 2025	20 Feb 2025	100.00	True
<input type="checkbox"/>	BQ 2025	Test Qutes	01 Jan 2025	31 Dec 2025	10000.00	True
<input type="checkbox"/>	Budget 2020	Budget for 2020	01 Jan 2020	31 Dec 2020	40000.00	True
<input type="checkbox"/>	Budget 2021	Budget for 2021	01 Jan 2021	31 Dec 2021	100000.00	True
<input type="checkbox"/>	Budget 2023	Budget for 2023	01 Jan 2023	31 Dec 2023	23000.00	True
<input type="checkbox"/>	Budget 2024	Budget for 2024	01 Jan 2024	31 Dec 2024	50000.00	True
<input type="checkbox"/>	Budget 2024 - 161	za site 161 i 2024	01 Jan 2024	31 Dec 2024	100000.00	True
<input type="checkbox"/>	Budget 2024-161 inactive	cc active budget inactive	01 Jan 2024	31 Dec 2024	10000.00	False
<input type="checkbox"/>	Budget 2024-49	site 49 2024	01 Jan 2024	31 Dec 2024	100000.00	True

Showing 1 to 10 of 20 entries Previous 1 2 Next

- **Finance Reports** –generation of different types of reports for a selected set of options

**Budgets Report**  
Enter one or more options below and click 'Generate Report' button:

**Individual Budget Report**    No  Yes

**All Budgets**    No  Yes

**Budgets**  
Please select options from list by clicking on fields

Budget 2024	test owner new	#Test marlo
Budget 2020	test new	Test marlo 2
testtest	Budget 2024 - 161	b 21-01-25 delete with cc
test1	Budget 2024-161 inactive	budget mirjana 5 sjatova
test55	test sites	BQ 2025
Budget 2024-49		

[Generate Report](#)

## 16. Notifications

- Email Notifications are sent to designated Users for the following events:
  - Work Request and Work Order status changes
  - Insurance Reminder
  - Total number of Requests exceeds specified limits
  - Rule Engine Notification



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Calmount Business Park  
**D12 C867**  
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[www.EastPointSolutions.ie](http://www.EastPointSolutions.ie)