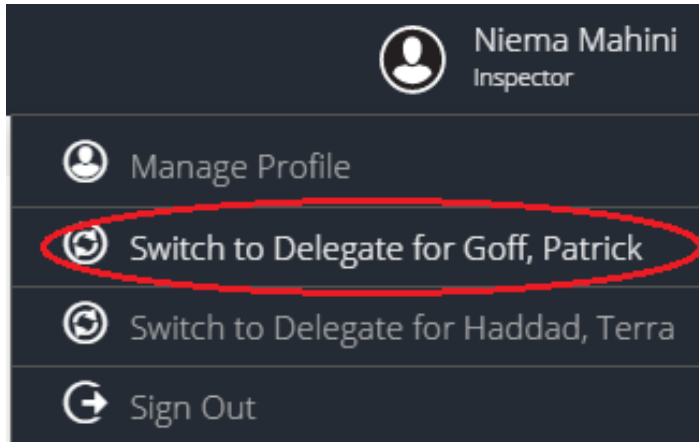


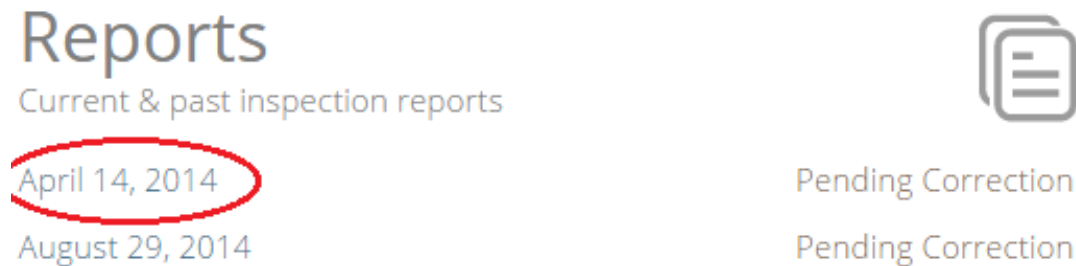
Logging in and Completing Inspection Reports

Website: ehs.ucop.edu/sit

1. Switch to the 'Delegate' view by clicking on the icon in the upper right hand corner. If there is no option for switching to 'Delegate', please contact EH&S at ehs@ucsc.edu.



2. Click on the date of the report that appears beneath the 'Reports' section.



3. Select the room number for your lab that contains deficiencies. There could be multiple rooms with deficiencies.



Date of inspection April 14, 2014
Report Status Pending Correction

Inspection Locations [+ Add](#)

Jack Baskin Engineering Building
0189 (1 Minor)

4. Click on the title of the deficiency that is 'Pending' correction.

Minor (Deadline: September 28, 2014)

Aisles, exits and/or hallways are obstructed - 36"

Aisles must meet minimum clearance guideline of 36" to facilitate departure in the event of an emergency.

5. Enter a brief description of the corrective actions taken and select the 'Resolve' button.

Minor (Deadline: September 28, 2014)

Aisles, exits and/or hallways are obstructed - 36".

Aisles must meet minimum clearance guideline of 36" to facilitate departure in the event of an emergency.

SO43.jpg

No Entry.png

Objects have moved out of the aisle to create 36" of clearance.

Resolve

Cancel

When all Pending issues are resolved, your report will automatically be submitted as complete!