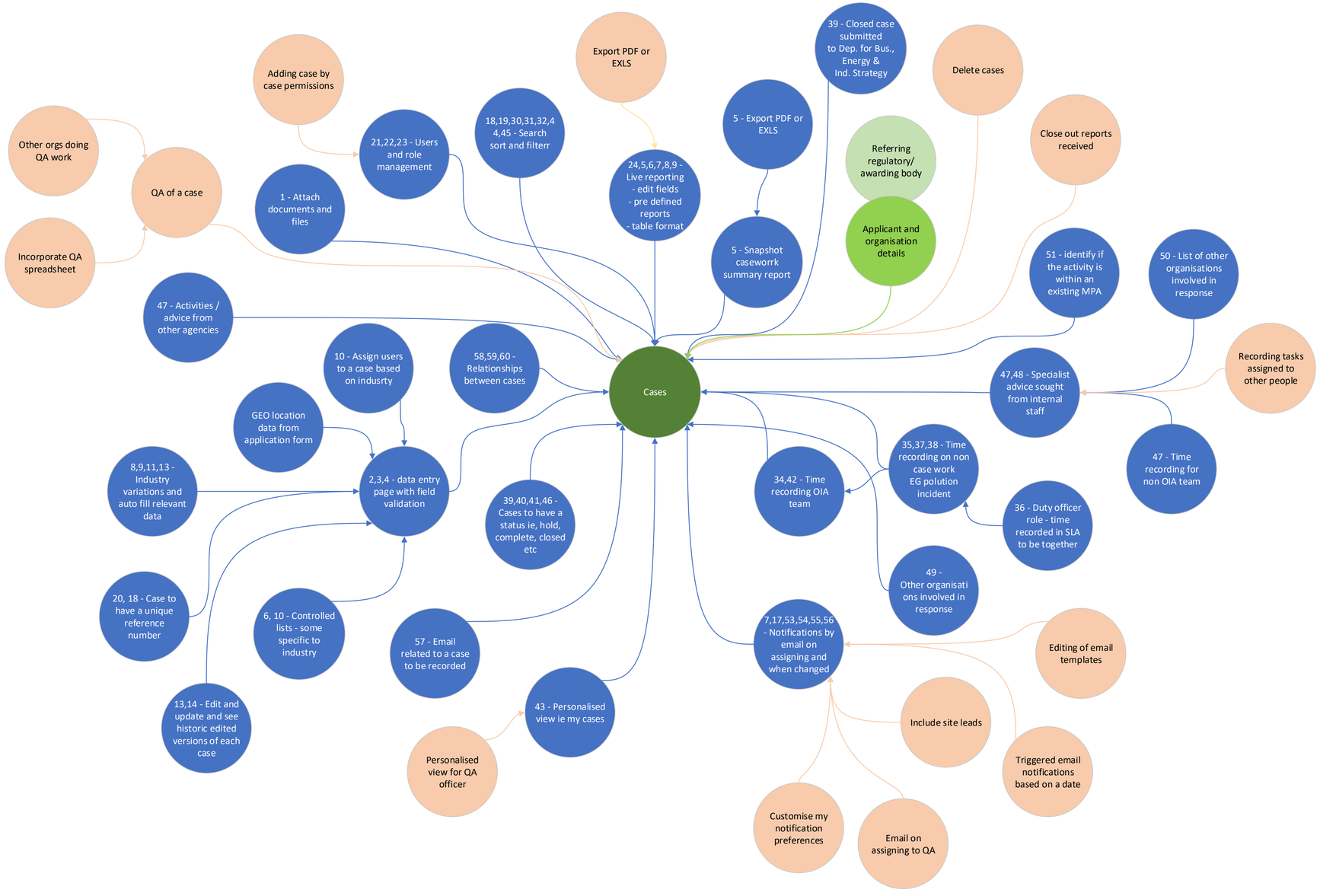
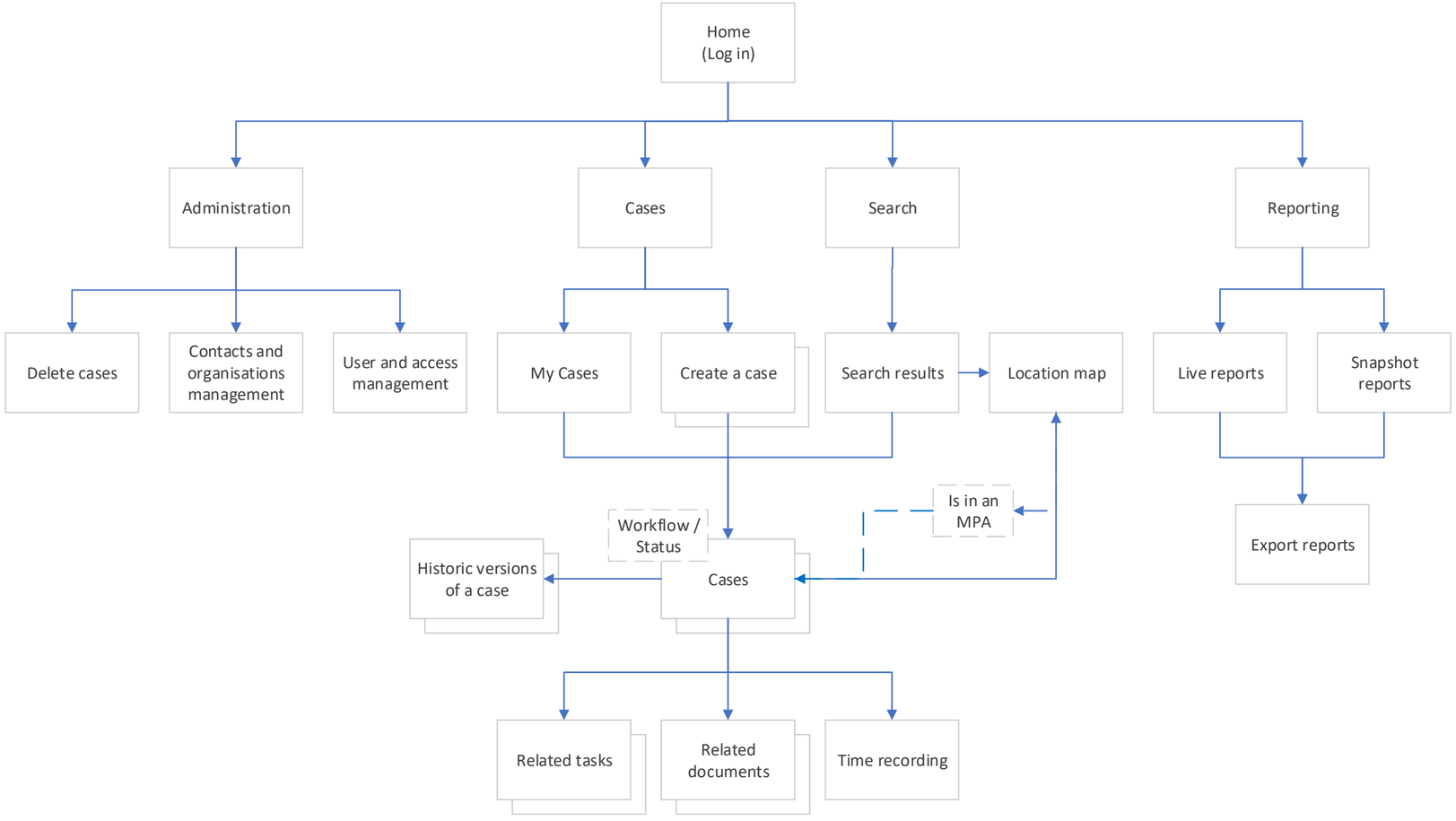

Cases
Export PDF or EXLS
39 - Closed case submitted to Dep. for Bus., Energy & Ind. Strategy
Delete cases
Adding case by case permissions
18,19,30,31,32,44,45 - Search sort and filterr
5 - Export PDF or EXLS
Close out reports received
Other orgs doing QA work
21,22,23 - Users and role management
Referring regulatory/ awarding body
QA of a case
1 - Attach documents and files
24,5,6,7,8,9 - Live reporting - edit fields - pre defined reports - table format
Applicant and organisation details
Incorporate QA spreadsheet
5 - Snapshot caseworrk summary report
51 - identify if the activity is within an existing MPA
50 - List of other organisations involved in response
47 - Activities / advice from other agencies
10 - Assign users to a case based on indusrty
58,59,60 - Relationships between cases
Recording tasks assigned to other people
47,48 - Specialist advice sought from internal staff
GEO location data from application form
35,37,38 - Time recording on non case work EG polution incident
47 - Time recording for non OIA team
8,9,11,13 - Industry variations and auto fill relevant data
2,3,4 - data entry page with field validation
34,42 - Time recording OIA team
39,40,41,46 - Cases to have a status ie, hold, complete, closed etc
36 - Duty officer role - time recorded in SLA to be together
49 - Other organisations involved in response
20, 18 - Case to have a unique reference number
6, 10 - Controlled lists - some specific to industry
57 - Email related to a case to be recorded
7,17,53,54,55,56 - Notifications by email on assigning and when changed
Editing of email templates
13,14 - Edit and update and see historic edited versions of each case
43 - Personalised view ie my cases
Include site leads
Personalised view for QA officer
Triggered email notifications based on a date
Customise my notification preferences
Email on assigning to QA


Home
(Log in)
Administration
Cases
Search
Reporting
Delete cases
Contacts and organisations management
User and access management
My Cases
Create a case
Search results
Location map
Live reports
Snapshot reports
Is in an MPA
Workflow / Status
Historic versions of a case
Cases
Export reports
Related tasks
Related documents
Time recording